



Ellern Mede School
LEADERS IN SUPPORTIVE EDUCATION

Ellern Mede Schools
Headteacher: Mr Adel El-Shirbini
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MATHS TEACHER JOB DESCRIPTION

POSITION: Maths Teacher

REPORTS TO: Headteacher and head of School site

LINE MANAGER: Head of School Site

WORK WITH: Headteacher, School Administration Manager, School Secretary, Teachers, Key Teachers, Placement Students, Ellern Mede Group Staff.

The Role

- To deliver outstanding teaching and learning of Maths and therefore help students achieve excellent academic results.
- To design an engaging and challenging curriculum that inspires children to appreciate Maths & and its application.

Key responsibilities

- To plan, resource and deliver lessons and sequences of lessons to the highest standard that ensure real learning takes place and students make superior progress
- To provide a nurturing classroom which helps students to develop as learners
- To help to maintain/establish discipline across EMS.
- To contribute to the effective working of EMS.
- To complete all reasonable tasks reported by the Headteacher & Head of School Site

Outcomes and Activities

Teaching and Learning

- Enrich the curriculum with trips and visits to enhance the learning experience of all students
- With direction from the Head of Department and within the context of the EMS curriculum and schemes of work, plan and prepare effective teaching modules and lessons
- Teach engaging and effective lessons that motivate, inspire and improve pupil attainment
- Use regular assessments to set targets for students, monitor student progress and respond accordingly to the results of such monitoring
- To produce/contribute to oral and written assessments, reports and references relating to individual and groups of pupils
- Develop plans and processes for the classroom with measurable results and evaluate those results to make improvements in student achievement
- Ensure that all students achieve at least at the chronological age level or, if well below level, make significant and continuing progress towards achieving at the chronological age level
- Maintain regular and productive communication with pupils, parents and carers, to report on progress, sanctions and rewards and all other communications
- Provide or contribute to oral and written assessments, reports and references relating to individual pupils and groups of pupils
- Direct and supervise support staff assigned to lessons and when required participate in related recruitment and selection activities
- Implement and adhere to the EMS Behaviour for Learning Policy, ensuring the safeguarding and well-being of pupils is maintained at all times

Participate in preparing pupils for external examinations.

Key teacher role:

- The role will require regular contact with families, the wider medical team, the young person's school and external agencies.
- Support students who are experiencing mental health difficulties and social, emotional or behavioural difficulties.
- Assist in supporting young person dealing with barriers to accessing education.
- Regularly meet with key kid to offer educational advice and guidance.
- Write all required reports for, MDTs etc
- Keep up to date IEPs to develop and implement action plans relating directly to their individual needs and circumstances.
- Ensure that contact log is kept up to date

- Represent education in hospital meetings and also if applicable, any associated with the young person having an EHCP.
- Represent education in MDT meetings in order to fully support students' needs and act upon any issues arising in an effective and comprehensive manner. To also provide MDT to the wider team either written or in person.
- Write young person's individual timetable and revise it regularly.
- To regularly liaise with the home school, supporting effective communication between EMS, home school and parents.
- To support school reintegration plan including facilitating reintegration meetings and writing the Care & Risk Assessment plan.
- Maintain patient/student confidentiality.

EMS Culture

- Support EMS values and ethos by contributing to the development and implementation of policies, practices and procedures
- Help create a strong community, characterised by consistent, orderly behaviour and caring, respectful relationships
- Help develop a small school/department culture and ethos that is utterly committed to achievement and well-being of all pupils.
- To be active in issues of student welfare and support
- Support and work in collaboration with colleagues and other professionals in and beyond the school, covering lessons and providing other support as required.

Other

- Undertake, and when required, deliver, or be part of the appraisal system, relevant training and professional development
- Undertake other various responsibilities as directed by the Headteacher & Head of School Site.

Additional points:

- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.
- Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.
- The job description may be subject to amendment or modification, should circumstances change, any changes will be discussed with you in the first instance. Should a disagreement arise, you will be afforded the opportunity of a meeting to resolve the matter with your line manager.

- **Person Specification: MATHS Teacher**

<u>QUALIFICATIONS AND PROFESSIONAL DEVELOPMENT</u>
<ul style="list-style-type: none"> • Qualified to degree level and above • Qualified to teach and work in the UK.

<u>EXPERIENCE</u>
<ul style="list-style-type: none"> • Experience of raising attainment in a challenging classroom environment • Experience of reflecting on and improving teaching practice to increase student achievement • Evidence of continually improving the teaching and learning of their subject through schemes of work and extra-curricular activities.

<u>KNOWLEDGE</u>
<ul style="list-style-type: none"> • Up to date knowledge of the curriculum area • Understanding of the strategies needed to establish consistently high aspirations, good results and excellent behaviour

<u>BEHAVIOURS</u>	
Leadership	Teaching and Learning
<ul style="list-style-type: none"> • Effective team worker and leader • High expectations for accountability and consistency • Vision aligned with EMS high aspirations, high expectations of self and others • Genuine passion and a belief in the potential of every student • Motivation to continually improve standards and achieve excellence • Effective listening skills that lead to a strong understanding of others • Commitment and pursue the highest standards of safeguarding and child protection, in line with the School Safeguarding Policy (Child Protection Policy). 	<ul style="list-style-type: none"> • Excellent classroom teacher with the ability to reflect on lessons and continually improve their own practice • Effective and systematic behaviour management, with clear boundaries, sanctions, praise and rewards • Thinks strategically about classroom practice and tailoring lessons to students needs • Understands and interprets complex student data to drive lesson planning and student attainment • Good communication, planning and organisational skills • Demonstrates resilience, motivation and commitment to driving up standards of achievement • Acts as a role model to staff and students • Commitment to regular and on-going professional development and training to establish outstanding classroom practice. • Willingness to undertake training

	<ul style="list-style-type: none"> • This post is subject to an enhanced Disclosure and Barring check. • This post is subject to a Prohibited Teacher Secure Check.
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Key Teacher – Roles and Responsibilities

- To provide effective and regular liaison between Ellern Mede Moorgate School (EMMS) and the young peoples’ parents.
- To establish supportive and motivational relationships with the young people.
- To provide effective and regular liaison between EMMS and young peoples’ home school.
- To liaise with the Special Needs Co-ordinator.
- To provide regular report on young peoples` progress, attainment and motivation for the Multi-Disciplinary Team Meeting and all reports required for the Care Plan Approach.
- To ensure young people receive an initial assessment to inform their Individual Educational Plan (IEP), and to regularly update their IEP to reflect their needs.
- To support and guide young people in making effective choices when selecting new courses and programmes of study.
- To support, in partnership with the Clinical Team, and the young peoples’ parents during re-integration into their home school.
- Where necessary to liaise with all external agencies (e.g. Ed Psych, Local Authorities and others) to ensure young people receive the help and support to make progress.
- To co-ordinate the liaison between young peoples’ home-school and the EMMS Exams Co-ordinator thereby ensuring all information is correct.

Signed: _____

Name: _____

Position: _____

Date: _____

