



# Maths Intervention Tutor

Candidate Information

Start Date: November 2025

A Centre of  
**Excellence**

## Welcome from the Headteacher

At Dene Academy, we have five core values and these underpin our whole school ethos and curriculum. We believe that all of our pupils should demonstrate respect, be resilient, have high aspirations and work with integrity with one clear goal: to be happy. Furthermore, central to our ethos and values is the success of every pupil in the school and, for us, this means high quality teaching and learning are at the heart of everything we do, combined with exceptional pastoral care to meet the needs of every pupil.

As a school, we are dedicated to delivering a supportive, exciting and engaging curriculum providing opportunities for challenge, creativity and independent learning. We aim for our children to feel a sense of community, grow in confidence and to be proud of their achievements. As well as encouraging a thirst for knowledge and a love of learning, we are keen to empower our children so that they are independent learners. Our aim is that all children should leave the school as highly qualified, self-reliant and articulate young adults. We are deeply dedicated to ensuring that our children have a rich and successful experience and we believe in equipping them with the skills, knowledge and confidence for the future.

From our pupils, we expect and insist upon the very highest standards: exemplary behaviour, manners and respect, commendable attitudes to learning, as well as an expectation that they are positive role models, within school and our wider community.

Finally, we believe that Dene Academy is a successful school because we value the things that are important to you: an aspirational curriculum, exceptional teaching and learning and outstanding achievement. These are the guiding principles that will ensure that your child grows with us to become a well-qualified, well-rounded, respectful and aspirational young adult with the knowledge, skills and attitude to be successful in whichever direction life takes them.

**Mr D. Nelson**  
**Headteacher**

# Why work for **Advance Learning Partnership**

Advance Learning Partnership (ALP) is a child-centred, forward-thinking organisation where people truly matter. If you're looking for a role in a workplace that values collaboration, innovation, and professional growth, ALP offers the perfect opportunity to thrive.

## A Culture of Excellence and Collaboration

- Our ethos, *'Your child is our child,'* underpins everything we do. We're proud to provide an environment where every decision prioritises the success of our children and the wellbeing of our team.
- As a **Times 100 Best Places to Work 2024** and **Investors in People Platinum Employer**, we are committed to creating a supportive and inclusive workplace. We were proud to be named **Medium Employer of the Year 2024** by Investors in People, highlighting our dedication to our employees.

## Exceptional Benefits

- Pension Scheme with Generous Employer Contributions
- Flexible and Hybrid Working Opportunities
- Generous Annual Leave Entitlement
- Family-Friendly Policies

## Wellbeing First

- Employee Assistance Programme including counselling and financial wellbeing advice.
- Health and Wellbeing Support including benefits like mental health support, physiotherapy, free flu jabs, and 24/7 GP services.
- Occupational Health Services ensuring you're looked after both physically and mentally.

## Investing in Your Development

- Professional Growth: We're passionate about helping our staff develop. From bespoke CPD programmes to leadership pathways, we'll support you to achieve your career goals.
- Leadership Opportunities: Whether you're just starting out or ready to take the next step, we offer leadership development programmes to help you succeed.

## Added Benefits

- Discount Schemes: Enjoy savings on shopping, travel and entertainment.
- Salary Sacrifice Options which include our electric car and cycle-to-work schemes.

## Why Now?

This is an exciting time to join ALP. We are a growing organisation with a clear vision for the future, and our commitment to excellence means you'll be working in a dynamic, inclusive and forward-thinking environment.

At ALP, your contribution will make a real difference—not only to the lives of our children but also to your own personal and professional growth.

Join us and be part of something truly special.

## The Person

- Exhibits the highest of expectations.
- Demonstrates exceptional listening skills and outstanding verbal and written communication abilities.
- Displays outstanding expertise in organisational and time management skills, ensuring efficiency and effectiveness in all tasks.
- Exemplifies the values and ethos of the Trust as a positive role model.
- Displays an ability to lead and motivate a team and foster a culture of collaboration.
- Collaborates as a team player, demonstrating flexibility and commitment to contributing actively to a full program of extra-activities.

## Job Description

<b>JOB TITLE</b>	Maths Intervention Tutor
<b>CONTRACT TYPE</b>	Temporary, Term Time
<b>ACCOUNTABLE TO</b>	Subject Leader / Senior Leadership Team
<b>GRADE</b>	Grade 7 SCP 15-22
<b>REQUIRED</b>	November 2025

### RESPONSIBILITIES OF ALL POST HOLDERS

#### ETHOS

**Employees are expected to support and contribute to the school ethos.**

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post-holder. It is not a comprehensive statement of procedure and tasks but sets the main expectations of the school in relation to the post holder's professional responsibilities and duties.

The Trust is committed to safeguarding and promoting the welfare of children and expects all employees and volunteers to share this commitment. This post is subject to signing our ICT Employee User Policy and having a satisfactory Enhanced DBS Certificate.

#### GENERAL EXPECTATIONS

**Employees will:**

- Contribute effectively to the work of the school and to the achievement of the 'School Improvement Priorities'.
- Play a full part in the life of the school community, to support our distinctive aims and ethos, to encourage employees and pupils to follow this example.
- Follow school policy regarding care, support and supervision of pupils.
- Attend training and development activities and courses, ensuring continuing, personal and professional development.
- Contribute to a welcoming school culture by promoting mutual respect for all.
- Comply with any reasonable request from a leader to undertake work of a similar level that is not specified in this job description.
- Work as a team member.
- Act as a role model to pupils in speech, dress, behaviour and attitude.
- Have common duties in the areas of: Quality Assurance, Communication, Professional Practice, Health & Safety, and General Management (where applicable), Financial Management (where applicable), Appraisal, Equality & Diversity, Confidentiality and Induction.

## Specific RESPONSIBILITIES

- To be responsible for delivering a curriculum programme in small group or 1:1 situation.
- To prepare, plan and assess sessions as part of each young person's education programme.
- To teach groups and individual students within the framework of the National Curriculum and programme where appropriate.
- To maintain an awareness of curriculum developments both locally and nationally.
- To be responsible for following schemes of work for specific areas of responsibility.
- To attend and actively contribute to staff meetings.
- To share relevant information with colleagues to ensure that an overview of the education service is maintained.
- To monitor progress of young people through regular tracking of performance.
- Assist with the creation of Individual Education Plans for each young person in liaison with the education team.
- To organise, prepare for and write reports for designated students in Class/Tutor Group.
- To build a relationship with all young people, which encourage their interests and participation in education.
- To assess and manage risk effectively in education and community settings
- To facilitate effective communication and record keeping of young people's progress.
- Support and encourage colleagues at all levels within the school.
- Support as directed throughout the school, subject to appropriate training.
- Expect, monitor and improve progress in student learning.
- Contribute to the personal and social development of all students.
- Take part in quality assurance and performance management procedures outlined in an agreed school policy.
- Take responsibility for personal development.
- Plan lessons using a range of strategies to meet student's individual learning needs understood from attainment and supporting data.
- Have a thorough knowledge and understanding of their subject.
- Use the models set out in School Policies for delivery of lessons.
- Mark, assess record and report on student's achievements, setting appropriate targets. Keep to deadlines for reporting, marking, submission of coursework and assignments.
- Prepare students for examinations when required, taking part in standardising and moderating activities required by departments and examination boards.
- Attend and contribute to appropriate meetings and professional development activities.
- Take an active part in the school's self-evaluation process, including the completion of appropriate documentation, and contribute to this process within the subject area.
- Undertake whatever other duties might reasonably be requested by the Head Teacher or Subject Leader.

**The above list of duties and responsibilities are not an exhaustive definition of all tasks associated with the post.**

## Person Specification

		Essential	Desirable
APPLICATION	A well-structured letter of application indicating interests and strengths in the subject.	*	
	Fully supported in references.	*	
Qualifications and Professional Development Experience	5 GCSE (A*-C) including Maths and English or equivalent.	*	
	A Level in relevant subject A-C (or equivalent).	*	
	Appropriate Higher Education qualification such as HND, HNC or degree level.	*	
	Degree in relevant subject.		
	Demonstrate an ability to use skills, expertise and experience to lead student learning	*	
	Knowledge of the national curriculum and other programmes related to education		*
	Experience of working with young people and/or young adults	*	
Qualities & Values	Awareness of planning programmes of study for a range of subject areas		*
	Awareness of effective teaching and learning styles	*	
	A clear understanding of keeping students safe in schools.	*	
	A drive to make learning fun, engaging and exciting for all students.	*	
	A passion for the subject.	*	
	Ability to use ICT as a learning tool.	*	
Personal Attributes	The ability to inspire others and share good practice.	*	
	Good communication skills with the ability to relate effectively to all ages and abilities.	*	
	A commitment to promoting inclusion.	*	
	A desire to extend learning outside of the classroom.	*	
	Ability to work successfully under pressure and retain a sense of humour.	*	
	A strong moral purpose and drive for continued improvement for all.	*	
	Ability to work as a team member to achieve common goals.	*	
	Enthusiasm and self-confidence.	*	
Personal presence and impact.	*		
Initiative, energy and perseverance.	*		

**Assessment against the criteria above will be through the application form, letter of application, work related assessments, interview process and references.**

## Application Guidance

Please return a completed application form in full ensuring you have provided accurate information, including the names, addresses and relevant contact details of two referees together with your letter of application.

The letter of application should be no more than two sides of A4 and should set out the particular strengths that you would bring to the post and how you feel you meet the criteria outlined in the job description and person specification. Applications received after the closing date/time will not be considered.

Please ensure you also complete and return the required DCCR form. Completed applications must be received by the school by **9am, Monday 6th October 2025 addressed to:**

**Dene Academy  
Manor Way  
Peterlee  
County Durham  
SR8 5RL**

or by e-mail to the Office Manager, Mr C Nelson at: [enquiries@deneacademy.org.uk](mailto:enquiries@deneacademy.org.uk)

### **AFTER SUBMITTING YOUR APPLICATION**

If you have not heard from us within 4 weeks please assume that you have been unsuccessful on this occasion.

## Shortlisted Candidate Guidance

### **REFERENCES**

References will be requested prior to interview, except for non-teaching roles where there are exceptional circumstances, and the applicant does not give consent to do so on the application form.

### **DBS**

Advance Learning Partnership is committed to safeguarding and promoting the welfare of children and young people and expects all employees and volunteers to share this commitment.

An application for a DBS certificate will be submitted for all candidates once they have been offered the position. For posts in regulated activity, the DBS check will include a barred list check. During the recruitment process, any offences, or other matters relevant to the position will be considered on a case-by-case basis.

Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure.

### **PRE-OCCUPATIONAL HEALTH**

Pre-occupational health checks are an essential part of the selection and recruitment process to assess if any reasonable adjustments are required.

## EQUAL OPPORTUNITIES

We are an equal opportunity employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community. Applicants with disabilities will be granted an interview if the essential job criteria are met.

As a disability confident employer, we are committed to employing disabled people and people with health conditions making reasonable adjustments to support disabled applicants when required.