



**WEAVERS  
ACADEMY**  
*Creative  
Education  
Trust*

**Assistant Principal: Standards in Maths  
and  
Support for Whole School Data**

**(Start date: January 2018)**

**Leadership Scale: 7 —12**

**£45,743 to £51,639**



# Weavers Academy

## Striving for success, focusing on learning

Dear Applicant

Thank you for showing an interest in the post of Assistant Principal: Standards in Maths at Weavers Academy. This is an exciting time for the school following the recent Ofsted inspection where leadership, teaching, outcomes, personal development, behaviour, welfare and post-16 programmes were all judged good.

In particular, we are absolutely delighted that inspectors noted that the culture of higher expectations had resulted in the rapid improvements seen in recent times.

However, we are not complacent.

We aspire to being a school of first choice for the community, a beacon of hope, a provider of not just a 'good' education, but a 'world class' one! We want our staff, students, families and governors to judge Weavers Academy to be an outstanding school and we want to have that externally verified by Ofsted when they next visit us.

Results at GCSE in both 2016 and 2017 were in line with national averages and 'Progress 8' in 2016 put us in the top 25% of all schools nationally. 2017 indicative 'Progress 8' remains strongly positive.

However, there is still a distance to travel and our improvement journey is now entering a new and very exciting phase. Although students in all year groups make good progress across a range of subjects, further targeted work is needed to ensure that all students – including the most able – make the good progress of which they are capable and achieve the highest levels of attainment.

We therefore seek an outstanding teacher of maths who is aspiring to senior leadership.

You will report to the Assistant Principal: Director of Maths as you lead and manage standards in maths. This will include being responsible for attitudes to learning in maths and quality standards in homework and classwork. In addition, you will join our 'Data Team' supporting the Assistant Principal: ARR with whole school data.

You will be able to seize the initiative, enjoy solving problems, be analytical and highly creative. You will be driven to deliver results, be able to remain constructive under pressure and demonstrate the communication and collaborative skills needed to persuade and influence others.

If you feel that you have the relevant experience and skills together with the professional characteristics that will be needed to drive us forward in our pursuit of excellence we would like to hear from you. Please submit a short supporting statement (no more than 2 sides of A4) outlining how you feel that you fit the requirements of the person specification which can be found on page 10 of this pack.

The application deadline is **12 noon on Monday 16 October with interviews later that week.** (Start date: January 2018)

Applicants should refer to the 'Guidance on the Application Process' provided.

We look forward to hearing from you.

Yours sincerely



Vivien Swaida  
**Principal**

The Creative Education Trust is committed to safeguarding and protecting the welfare of children as its number one priority. This commitment to robust recruitment, selection and Induction procedures extends to organisations and services linked to the academy on its behalf

# CET

## Creative Education Trust

The Creative Education Trust is a charity and social enterprise set up in 2011 with support from leaders in the creative industries, innovation - based businesses and education.

Their mission is to improve standards of education and skills for children and young people across the UK, equipping them to be successful adults in the competitive, globalised world of the future. The creative, problem solving, innovation and making skills used in design, engineering, high-tech manufacturing and architecture are at the heart of their approach to learning because these skills are at the heart of the UK economy of the future.

They are delivering their mission through exciting innovations in curriculum, teaching and learning which are driving educational improvement and developing students with modern employable skills in their growing number of primary and secondary academies across England.

Their ambition is to be among the very best providers of publicly-funded education in the country. They are achieving their aims through:

- Educational rigour
- Organisational effectiveness
- Financial efficiency
- Partnership and respect for local identity
- Respect for autonomous leadership
- Quality not quantity
- Promoting practical creativity



# Maths Learning Area

## Maths at Weavers Academy

We have high expectations that every student masters the key mathematical content relevant to their age, by ensuring that they receive the right level of support and challenge.

The mathematics teaching team is led and managed by the Assistant Principal: Director of Maths, supported by a range of TLR holders. There are nine teachers in the maths learning area.

New leadership in mathematics in 2016 –2016 has prioritised the quality of teaching and learning and as a result, outcomes substantially improved in 2016: 68% of students achieved an A\*-C grade and 73% of students made expected progress (and 30% better than expected progress). In 2017 attainment remained broadly similar and progress was strongly positive again.

Students follow a 5-year curriculum programme that reflects high expectations for every young person. Inclusive learning is supported by effective differentiation with appropriate challenge for all and support for learning. Depth is prioritised before breadth and the curriculum programme is designed to enable students to study fewer topics each term in order to deepen understanding. This also enables concepts to be sequenced so that methods previously learned can be connected to new learning and applied in a variety of different contexts.

### **Key Stage 4**

Exam board: Edexcel. Qualification: Edexcel GCSE (9–1) in Mathematics

The qualification consists of three equally-weighted written examination papers at either the foundation tier (where grades 1 – 5 are available) or higher tier (where grades 4 – 9 are available). Paper 1 is a non-calculator assessment and a calculator is allowed for Paper 2 and Paper 3. Each paper is 1 hour and 30 minutes long and is worth 80 marks.

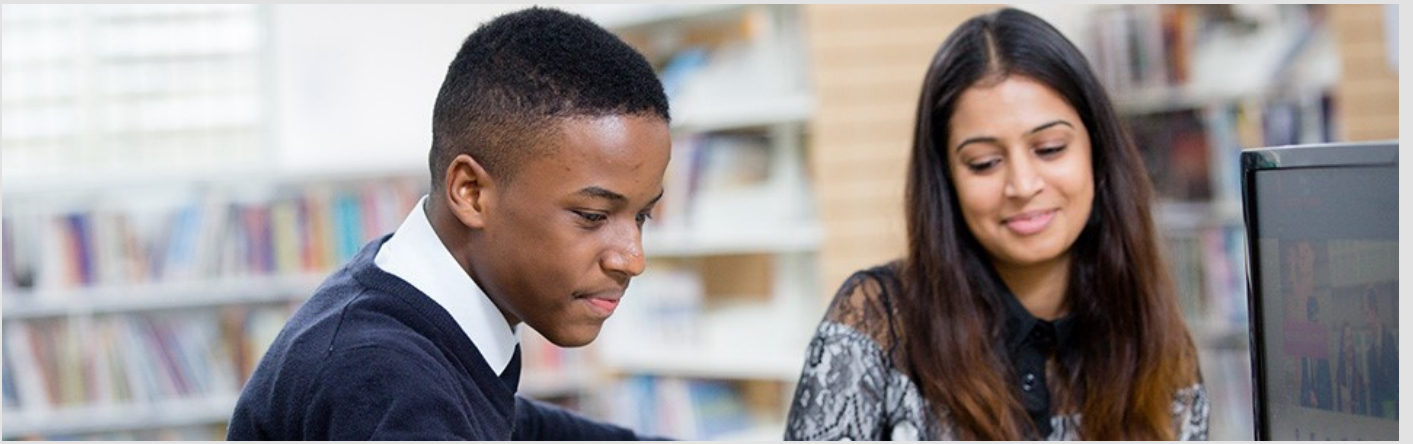
Maths is taught in 1 hour lessons four times per week for students across all year groups

### **Key Stage 5**

Exam board: Edexcel

### **AS / A2 Mathematics**

We teach the AS/A2 Mathematics and Further Mathematics programmes.



## Job Description

# Assistant Principal: Standards in Maths and Support for Whole School Data

## Job Description

Creative Education Trust is committed to safeguarding and promoting the welfare of our children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake relevant safeguarding checks.

**JOB TITLE:** Assistant Principal: Standards in Maths and Support for Whole School Data

### **JOB PURPOSE :**

1. To lead and manage strategies to raise standards of behaviour and achievement in maths to ensure good progress for all.
2. To support all aspects of the leadership and management of the maths learning area under the direction of the Assistant Principal: Director of Maths.
3. To support the Assistant Principal: ARR as part of the schools 'Data Team'.
4. To monitor and support the overall progress and development of students as a teacher/form tutor
5. To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
6. To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.
7. To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

**RESPONSIBLE TO:** Assistant Principal : Director of Maths

**SAFEGUARDING:** Every member of staff has a responsibility to be proactive in securing safeguarding for all students in line with School policies and procedures.

### **SPECIFIC RESPONSIBILITIES:**

#### **Strategic Planning:**

- To lead and manage the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the Learning Area.
- To lead and manage strategic and action planning to raise standards in maths.

#### **Curriculum Provision:**

- To assist the Assistant Principal: Director of Maths and TLR holders to ensure that the curriculum provides a range of teaching which helps to deliver school improvement targets including those that relate to outcomes in maths.

**Staffing:**

- Take part in the school's staff development programme by participating in arrangements for further training and professional development.
- Continue personal development in the relevant areas including subject knowledge and teaching methods.
- Lead and manage the performance management review process alongside the Assistant Principal: Director of Maths
- Ensure all staff in maths have a clear understanding of student data accountability measures.
- Provide general management and team responsibilities as delegated by the Assistant Principal: Director of Maths

**Monitoring, evaluation and review:**

- Undertake regular, systematic monitoring of standards including attitudes and behaviour to learning, homework and assessment and present clear summary findings to a range of staff.
- Utilise findings from monitoring activities to produce clear evaluative reports to a range of staff, utilising recommendations to agree, plan and implement strategic and action plans to drive learning and progress.
- Engage with staff in the maths learning area to involve them in all aspects of self evaluation, involving them in decision making and future planning.
- Support whole school ARR under the direction of the Assistant Principal: ARR as part of the schools data team.
- Demonstrating optimistic personal behaviour, positive relationships and attitudes towards all stakeholders with the ability to be constructive under pressure.
- Sustaining wide, current knowledge and understanding of education locally and nationally and pursuing continuous professional development.
- Communicating the academy's vision and empowering all students and staff to excel.

**Management Information:**

- Ensure that the academy's systems and processes are well considered, efficient and fit for purpose.
- Value excellent practice by establishing rigorous, fair and transparent systems and measures for managing the performance of all staff.
- Actively support the governing body to deliver its functions effectively.

**Communications:**

- To communicate regularly and effectively with the Assistant Principal: Director of Maths and the TLR holders to ensure the effective leadership and management of the maths curriculum.
- Communicate effectively with the parents of students as appropriate.

## **WIDER RESPONSIBILITIES:**

### **Raising Standards: care, guidance and support for learning**

- Set high expectations for pupils' behaviour and ensure that it is effectively managed across the maths curriculum.
- Set appropriate and demanding expectations for pupils' learning and motivation and to establish this across the maths curriculum.
- To alert the appropriate pastoral staff to problems experienced by colleagues or by students and make recommendations as to how these may be resolved as appropriate.
- To communicate as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff.
- To ensure that the appropriate behaviour management systems are being applied so that effective learning can take place across the maths curriculum.
- To train and provide developmental support to staff in the maths learning area to ensure high standards at all times.

### **Teaching:**

- To support the Assistant Principal: Director of Maths on teaching and learning to ensure that best teaching practice is systematically shared across the maths learning area.
- To support the maths teachers in their career progression and in improving their practice.
- To ensure that own teaching is consistently good and better to ensure that students make good progress.
- To undertake a designated programme of teaching in maths
- To ensure a high quality learning experience for students which meets internal and external quality standards and to ensure this across the maths curriculum.
- To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards or work and homework across the maths curriculum.
- To undertake assessment of students as requested by external examination bodies, departmental and school procedures.
- To mark, grade and give written/verbal and diagnostic feedback as required.

### Other Specific Duties:

- To play a full part in the life of the school community, to support its distinctive aims and ethos and to encourage staff and students to follow this example.
- To promote actively the school's corporate policies.
- To continue personal development as agreed.
- To comply with the school's health and safety policy and undertake risk assessments as appropriate.
- To take an equitable part in the cover system of the school according to policy and regulations.
- To undertake any other duty as specified by STPCB not mentioned in the above.

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.

This job description is current at the date shown, but following consultation with you, may be changed by Management to reflect or anticipate changes in the job which are commensurate with the salary and job title.



## Person Specification

<b>SELECTION CRITERIA (no priority order)</b>			
<b>Experience and Qualifications</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessed by</b>
Qualified Teacher Status with a track record of achieving good outcomes for students	X		A, R
Evidence of recent success in leading on, and securing significant improvements in outcomes in maths.	X		A, R, I
Possess the knowledge and relevant skills required to deliver strong outcomes in maths through quality of teaching, marking and assessment.	X		A, R, I, IT
Demonstrate evidence of relevant managerial skills, including interpersonal skills and leadership qualities.		X	IT, I, A
<b>Commitment to Safeguarding</b>	<b>Essential</b>	<b>Desirable</b>	
Ability to form and maintain appropriate relationships and personal boundaries with children and young people	X		R, LO, I
Motivation to work with children and young people	X		A, R
Commitment to, and belief in, the equal value of all students	X		I R
Ability to raise the self-esteem and expectations of children and young people	X		A, I, LO
Emotional resilience in working with challenging behaviours and attitudes to the use of authority and maintaining discipline	X		A, R, LO
<b>Teaching and Learning</b>	<b>Essential</b>	<b>Desirable</b>	
Expertise in planning the progression of subject skills within individual and across sequences of lessons	X		IT, LO, I, R, IT
Proven track record of high expectations and knowledge of effective strategies to secure good attitudes to learning and behaviour in maths	X		A, R, I
Successful experience of teaching maths at Key Stage 3 and 4	X		A, R, I, IT
Successful experience of teaching maths at KS5		X	A, R, I
Analytical skills and report writing	X		A, R, LO, IT
Relevant skills and experience in tracking student learning and progress with the ability to present complex information in a clear and concise manner to others including governors.	X		A, I, R, IT
<b>Interpersonal Skills</b>	<b>Essential</b>	<b>Desirable</b>	
Ability to communicate effectively and relate well to all stakeholders	X		A, R, I, LO
Ability to work as part of a team	X		A, R, I
<b>Personal Qualities / Skills</b>	<b>Essential</b>	<b>Desirable</b>	
Strong interpersonal skills including the ability to persuade and influence others to secure whole school and maths targets and goals.	X		A, R, I, LO
Evidence of working constructively under pressure	X		A, R, LO
Demonstrate good decision making skills with an ability to identify and implement solutions to problems.	X		A, R, LO
Be committed to continuing professional development through wider reading, research and membership of professional organisations.	X		A, R, LO, I

The selection criteria above will be assessed in the following ways: -

Key:

A = Application

LO = Lesson observation

I = Interview

R = Reference

IT = In Tray

# How to Apply

To apply for this position please complete a teaching staff application form, and a letter of application of no more than 2 sides of A4.

Please return them by email to [HRManager@weaversacademy.org.uk](mailto:HRManager@weaversacademy.org.uk) or by post to the HR Manager (Mrs S Cirelli) Weavers Academy, Brickhill Road, Wellingborough, NN8 3JH. CVs are not accepted.

**Closing date: 12 noon on Monday 16 October with interviews later that week.**

(Start date: January 2018).

The successful candidate will be subject to an enhanced DBS check. The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

