
KS3 Maths Co-ordinator

Main Responsibilities

Under the guidance of the Head of Department:

- Develop the KS3 Mathematics schemes of work to meet the requirements of curriculum changes, with a focus on assessment without levels
- Develop resources for use by the department at KS3.
- Lead the department in the monitoring and evaluation of student progress in order to facilitate the adoption of new teaching and learning strategies based on individual student's needs.
- Assist the Head of Department in development of an effective learning environment for all students supporting staff with behaviour management.
- Develop appropriate assessment procedures, track student progress and develop appropriate intervention in order to meet student's needs.
- Analyse student performance at KS3 and implement strategies to raise attainment.
- Ensure ICT is fully utilised for teaching and learning at KS3.
- Promote the enjoyment of mathematics by organising mathematic related activities and cross-curricular opportunities.
- Develop links with parents in order to enable them to understand the mathematics curriculum, how to support their child's learning and have an awareness of their child's behaviour and progress in mathematics.
- To monitor the effectiveness of teaching and learning at KS3.
- To ensure that best practice is shared across the department.
- Further develop resources used to support students in their learning outside of lessons.