

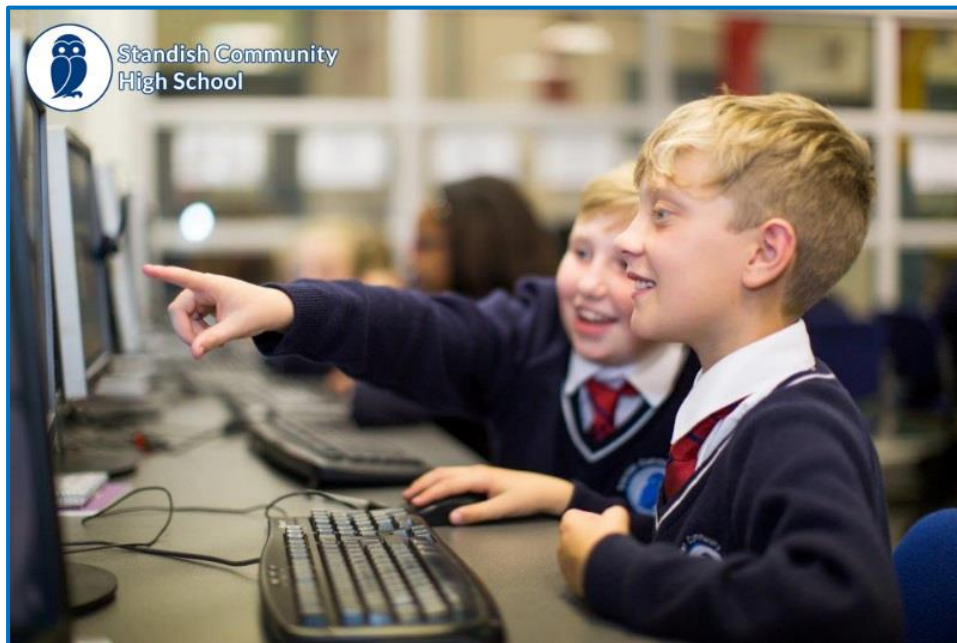


**Standish Community
High School**

be Outstanding!

TEACHER OF MATHEMATICS

Maternity Cover



CANDIDATE INFORMATION PACK



Standish Community High School

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September 2017

Dear Applicant

Teacher of Mathematics – Full Time 1.0FTE, Temporary (Maternity Cover)

Many thanks for your interest in the above post. Please find enclosed the following documents:

- ❖ Information about Standish Community High School
- ❖ Information about the Mathematics Department
- ❖ Exam Results
- ❖ Job Description
- ❖ Person Specification
- ❖ Teachers Application Form

Standish Community High School is advertising for a Teacher of Mathematics to commence employment in January 2018. The position is full time and temporary to cover a maternity leave. The successful candidate will be expected to teach Mathematics at KS3 and KS4. There is potential for a permanent position from September 2017.

Your application should be accompanied by a covering letter. Completed application forms can be forwarded by email to: recruitment@standishchs.wigan.sch.uk or by post to Miss K Parsons at the school address. Late applications will not be considered.

Applications will be considered as soon as they are received and the closing date will be Friday 13th October 2017 at 12 noon. Interviews will be held week commencing Monday 16th October 2017.

Yours sincerely,

Mr A Pollard
Headteacher



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GENERAL INFORMATION

September 2017

Dear applicant,

Welcome to Standish Community High School.

Thank you for considering an application to the post of Teacher of Mathematics (Full time, temporary) at Standish Community High School. I am happy to recommend Standish to you as a high performing and successful school with an intake of 1250 students. Our most recent Ofsted judgment, in November 2014, recorded an overall judgment of good in every category. However, we are working restlessly to achieve "outstanding".

Our attainment figures for 2015 placed us in the top 100 non-selected state-funded schools in England. This accolade has contributed to our designation as a Leading Edge school by the Secondary Schools and Academies Trust (SSAT). For the second year running we have been placed in the top 10% of non-selective schools nationally for attainment and in 2016, we were placed in the top 20% of schools nationally for progress. These awards, along with others we have received, show our aspirations and ambitions for our students and equally the commitment, dedication and professionalism of our staff.

Although all schools are facing considerable change in education, we believe that our core values and positive ethos will guide us as we face the future. As a school, we remain entirely focussed on and determined to unleash the potential in all students irrespective of background or ability.

Standish Community High School is currently in the process of forming a Multi Academy Trust, as the lead school, with another local secondary school which has the potential to open greater career opportunities in the near future. The Mosaic Academy Trust, as an organisation seeks to value each and every member of the community, to become a family of schools that will welcome other schools and be a Trust, whose chief aim is to become stronger as a whole than by the sum of its parts.

Hopefully, this has inspired you to take a serious look at Standish. I consider it a tremendous privilege to be the headteacher at Standish and lead such an incredibly well-motivated and inspiring team of teachers and support staff.

I look forward to receiving your application form.

Yours faithfully,

Mr A Pollard



Mathematics Department

Thank you for considering Standish Community High School's Mathematics department. We are a professional and supportive department, with a consistent track record of success. We have a proven track record of excellent results. The Maths department achieved the following results in 2017:

Standish	2017
9 – 7 in Maths	32%
9 – 5 in Maths	64%
9 – 4 in Maths	85%

We are looking for an outstanding classroom practitioner with high expectations and a passion for developing their student's potential. The Mathematics department is known for its focus on student progress and it has high aspirations for all students. This is reflected in its excellent GCSE results. Opportunities for CPD and developing classroom practice are inherent within the culture of the department.

We are a well-resourced department, with specialist teaching rooms within a dedicated Mathematics block. At present we have nine full time and one part time teaching staff, plus one member of the SLT.

The successful candidate will:

- Commit to high standards in the classroom
- Contribute to the team ethos in the department
- Strive to develop 'Mathematics' who will love the subject beyond the confines of the classroom
- Be in sympathy with our strong school ethos.

Candidates who are able to innovate, engage students with their passion for their subject and take part in the overall life of the school, are strongly encouraged to apply.

We will offer:

- A well established and comprehensive mentor programme
- Strong links with other local schools for partnership working and support
- A strong community spirit
- Staff who are very supportive towards each other with a great camaraderie existing throughout the department and the school.

I would be delighted to appoint a teacher who can engage and inspire pupils through innovative teaching and a love for their subject. I am extremely proud of my department and if you would like to get in touch to speak more about the post or even come in to visit, I would love to hear from you.

Kind regards,

Mrs Jenny Roberts



EXAM RESULTS

Standish	2015	2016
5 A*- C including English and maths	78	81
5 A*- C including English and maths	70	72
3 A/A*	37	43
5 A/A*	26	32

A*- C in English	91	90
A*- A in English	21	40

A*- C in maths	83	84
A*- A in maths	24	28

Standish	2017
9 – 7 in English	43%
9 – 5 in English	80%
9 – 4 in English	94%

Standish	2017
9 – 7 in Maths	32%
9 – 5 in Maths	64%
9 – 4 in Maths	85%



1. INTRODUCTION

MAIN PURPOSE

Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD).

Implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and support a designed curriculum area as appropriate.

Monitor and support the overall progress and development of students as a teacher/Form Tutor.

Facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
Contribute to raising standards of student attainment.

Share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

Line Management:

Reporting to – Head of Department
Responsible for – No line manager responsibility

Liaising With:

Headteacher, senior leadership team, teachers and support staff, LA representative, external agencies and parents/carers.

Salary Scale:

Classroom Teachers' Pay Scale

Working Time:

1.0 FTE

DBS Disclosure Level:

Enhanced

2. TEACHING

- 2.1 To carry out duties in accordance with the Teachers Standards.
- 2.2 Work positively to the implementation of T & L developments in line with the school SSDP and current T & L foci.
- 2.3 Teach students according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere.
- 2.4 Assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
- 2.5 Provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- 2.6 Ensure that Literacy and Numeracy are promoted and reflected in the teaching/learning experience of students.
- 2.7 Undertake a designated programme of teaching.
- 2.8 Ensure a high quality learning experience for students which meets internal and external quality standards and ensures all students make progress.
- 2.9 Prepare and update subject materials.
- 2.10 Use a variety of delivery methods which will stimulate learning appropriate to student's needs and demands of the syllabus.
- 2.11 Maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.



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- 2.12 Undertake assessment of students as requested by external examination bodies, departmental and school procedures.
- 2.13 Mark, grade and give written/verbal and diagnostic feedback and in line with the school policy.
- 2.14 As part of your contractual obligations you may be required to teach identified classes in our partner primary and high schools as part of our outreach work. This may be done either here at Standish or in those schools.

3. STRATEGIC / OPERATIONAL PLANNING

- 3.1 Assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the curriculum area and department.
- 3.2 Contribute to the curriculum area and department's development plan and its implementation.
- 3.3 Plan and prepare courses and lessons.
- 3.4 Contribute to the whole school's planning activities.

4. CURRICULUM PROVISION

- 4.1 Assist the Head of Department, the Senior Leadership Team, to ensure that the curriculum area provides a range of teaching which complements the school's strategic objectives.

5. CURRICULUM DEVELOPMENT

- 5.1 Assist in the process of curriculum development and change to ensure the continued relevance to the needs of students, examining and awarding bodies and the school's mission and strategic objectives.

6. STAFFING

- 6.1 Take part in the school's staff development programme by participating in arrangements for further training and professional development.
- 6.2 Continue own professional development in the relevant areas including subject knowledge and teaching methods.
- 6.3 Engage actively in the performance management review process.
- 6.4 Ensure the effective/efficient deployment of classroom support.
- 6.5 Work as a member of a designated team and to contribute positively to effective working relations within school.

7. QUALITY ASSURANCE

- 7.1 Help implement school quality procedures and to adhere to those.
- 7.2 Contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed procedures, including evaluation against quality standards and performance criteria. To seek/implement modification and improvement where required.
- 7.3 Review from time to time methods of teaching and programmes of work.
- 7.4 Take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.



8. MANAGEMENT INFORMATION

- 8.1 Maintain appropriate records and to provide relevant accurate and up-to-date information for MIS, registers, etc.
- 8.2 Complete the relevant documentation to assist in the tracking of students.
- 8.3 Track student progress and use information to inform teaching and learning.

9. COMMUNICATIONS AND LIAISON

- 9.1 Communicate effectively with the parents/carers of students as appropriate.
- 9.2 Where appropriate, communicate and co-operate with persons or bodies outside the school.
- 9.3 Follow agreed policies for communications in the school.
- 9.4 Take part in liaison such as parents' evenings and liaison events with partner schools.
- 9.5 Contribute to the development of effective subject links with external agencies.

10. MANAGEMENT OF RESOURCES

- 10.1 Contribute to the process of the ordering and allocation of equipment and materials.
- 10.2 Assist the Head of Department to identify resource needs and to contribute to the efficient/effective use of physical resources.
- 10.3 Co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department and the students.

11. PASTORAL SYSTEM

- 11.1 Be a Form Tutor to an assigned group of students.
- 11.2 Promote the general progress and well-being of individual students and of the Form Tutor Group as a whole.
- 11.3 Liaise with a Pastoral Leader to ensure the implementation of the school's pastoral system.
- 11.4 Register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
- 11.5 Evaluate and monitor the progress of students and keep up-to-date student records as may be required.
- 11.6 Contribute to the preparation of action plans and progress files and other reports.
- 11.7 Alter the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
- 11.8 Communicate as appropriate, with the parents/carers of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff.
- 11.9 Contribute to PSHE, Citizenship and Enterprise according to school policy.
- 11.10 Apply the behaviour for learning policy so that effective learning can take place.

12. SCHOOL ETHOS

- 12.1 Play a full part in the life of the school community, supporting its distinctive mission and ethos and encouraging staff and students to follow this example.
- 12.2 Support the school in meeting its legal requirements for worship.
- 12.3 Promote actively the school's corporate policies.



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- 12.4** Comply with school's health and safety policy and undertake risk assessments as appropriate.
- 12.5** This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

13. SIGNATURES

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date below but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.



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Unstoppable!

PERSON SPECIFICATION

Teacher of Mathematics

QUALIFICATIONS AND PROFESSIONAL DEVELOPMENT	Essential	Desirable
Qualified Teacher Status	✓	
An Honours Degree	✓	
Secure knowledge of Safeguarding policies and procedures	✓	
Prior experience of successful teaching in the relevant curriculum area		✓
Experience of successfully planning lessons and following schemes of work	✓	
Be accountable to the Teachers Standards	✓	
Be fully aware of the Ofsted criteria for teaching and able to deliver lessons appropriately	✓	
Experience of supporting the Head of Department in delivering Development Plans to enhance performance		✓
Experience of creating intervention strategies to improve student performance		✓
Experience of dealing with parents/carers to resolve issues		✓
Experience of dealing successfully with student issues	✓	
Be empathetic in dealing with pupils and parents/carers	✓	
Experience of using tracking systems to enhance pupil performance	✓	
High levels of communication skills both oral and written	✓	
Ability to write reports providing quality information to students/parents/carers		✓
High levels of inter-personal skills	✓	
Ability to work under pressure and to strict deadlines	✓	
Ability to use ICT to support Teaching and Learning	✓	
Ability to work as part of a team	✓	
An understanding of current educational issues in relation to the post	✓	
Ability to work unsupervised and under own initiative as required	✓	
Ability to find solutions to immediate, medium and long-term problems		✓
Ability to manage own workload	✓	
Willingness to work flexibly across the day, week and year	✓	
Integrity, professionalism and diplomacy	✓	
A sense of humour	✓	
Enhanced DBS Check	✓	

