

NORTH LEAMINGTON SCHOOL

JOB DESCRIPTION

Title of Post: i/c Numeracy Across The Curriculum

Salary/Grade: TLR 2a

Responsible to: Headteacher, SLT Link

Purpose of Job:

Together with the other senior members of the school, the i/c Numeracy across the Curriculum will take the lead for maintaining and enhancing the ethos and development of numeracy across the curriculum at North Leamington School, in accordance with the values and CORE purposes expressed in the school's aims.

The primary purpose of the post is to lead and manage the development of numeracy across the curriculum in order to raise standards in all aspects of teaching and learning for the benefit of all students and classroom based staff. The main focus will be on working with staff to improve consistency of practice across the school in terms of numeracy.

The Postholder:

- is responsible to the Headteacher and SLT Link
- is a member of a Faculty
- fulfils all other duties as required by the Headteacher

Key Tasks & Responsibilities:

- leading and managing numeracy across the school
- working alongside the SLT link for Inclusion and the SAHT for Teaching and Learning
- working alongside Subject Leaders to raise standards of achievement and progress of numeracy across the school
- assisting Subject Leaders in the delivery and development of a high quality, rigorous, quality assurance and self-evaluation process in numeracy
- taking responsibility for the development of numeracy across the curriculum and aspects of the department's Programmes of Study, the Schemes of Learning and the teaching and learning across the school
- taking responsibility for the Numeracy Improvement Plan and, by negotiation, key areas within the Whole-School Improvement Plan
- leading relevant CPD provision for staff across the school
- coordinating and leading meetings and attending key whole school events relevant to this post
- maintaining accurate and up to date records
- tracking and evaluating impact of any specific interventions

- Informing parents and relevant staff and students on a regular basis of numeracy developments across the school, through relevant bulletins, newsletters and the website

Budget Management

- None

People Management

- Colleagues as designated

General Requirements:

All school staff are expected to:

- Maintain confidentiality according to organisation and legal requirements
- Uphold school policies, routines and codes of conduct as set out in the staff handbook or other documentation made available to staff
- Undertake other such reasonable duties as may be required from time to time
- Work towards and support the school's vision and objectives
- Be aware of, and follow the Child Protection Policy
- Support and contribute to the school's responsibility for safeguarding students
- Work within the school's Health and Safety Policy to ensure a safe working environment for staff, students and visitors
- Work within the school's Diversity Policy to promote equal opportunity for all students and staff, both current and prospective
- Maintain high professional standards of attendance, punctuality, appearance, conduct, and positive, courteous relations with students, parents and colleagues
- Engage actively in the performance review process
- Show a willingness to undertake training and professional development either inhouse or externally

Context of Post

This post should be seen in the context of the School Improvement Plan, the Aims and Values of the school, and the OFSTED Inspection Report 2019.

Renegotiation

Elements of this Job Description may be renegotiated at the request of either party and with the agreement of both.

Safeguarding Statement

North Leamington School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Signature:

(Postholder)

Date:

Signature:

(Headteacher)

Date: