



HALEWOOD ACADEMY

The Avenue, Wood Road, Halewood, Liverpool, L26 1UU

Telephone: 0151 477 8830

Executive Principal: Mr G Evans

Teacher of Mathematics & Numeracy Coordinator (TLR 2B - £4536)

We are seeking to employ a well-qualified, energetic and enthusiastic teacher of Mathematics who will lead on the whole school drive to improve numeracy across the curriculum to commence in September 2019. The successful candidate will have excellent subject knowledge and be able to motivate students through inspirational teaching. This is an excellent opportunity for a talented teacher to join a thriving school. We have an extremely supportive CPD programme for all staff.

Halewood Academy is a successful 11 - 16 school and is part of the Wade Deacon Trust. It was judged to be a good school in May 2017 by Ofsted. The successful candidate will be pivotal in our journey to outstanding.

The Wade Deacon Trust is committed to safeguarding and promoting the welfare of young people and expects all staff and volunteers to share this commitment.

For an informal discussion about this role please contact Mr McKeegan or Miss Gallagher, Vice Principals on 0151 477 8830.

An application form and details are attached. Completed application forms should be returned to ssimmons@halewoodacademy.co.uk or to Mr S Simmons, Senior Administration Leader at Halewood Academy, The Avenue, Wood Road, Liverpool L26 1UU.

Closing date: 3pm, 26th April 2019

Interviews to be held week beginning 6th May 2019



Dear Applicant,

Thank you for your interest in this post at Halewood Academy. We are extremely proud of our learning community and how students and staff work together in order to achieve the highest possible educational outcomes.

This application pack is designed to help you decide whether or not you feel this school is one in which you would like to further your career by helping our young learners to raise their standards of attainment to their maximum potential.

To apply for this post;

1. Review the detail contained in this information pack.
2. Complete the Application Form, ensuring that all boxes are filled in.
3. Outline, in no more than two sides of A4 (Arial font size 12), why you are interested in this post and how you have prepared yourself so far, what contributions you feel you can make to students' development within our school, and any particular areas of strength and expertise you feel you may have

Please note that we do not accept or require your CV.

Applications will be assessed on evidence of professional competence, communication skills, leadership qualities and personal attributes.

We look forward to receiving your application.

Yours faithfully,

Mr G Evans
Executive Principal



JOB DESCRIPTION

Accountable to:	Senior Leader of Mathematics
Salary/Grade:	Classroom Teachers' Pay Range + TLR2B
Responsible for:	The provision of a full learning experience and support for students.
Liaising with:	Senior Leadership Team, teachers and support staff, LA representatives, external agencies and parents/carers.

Main purpose of the job

- Under the reasonable direction of the Principal, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD).
- To raise standards of student attainment and achievement within numeracy and to monitor and support student progress.
- To be accountable for student progress and development within numeracy.
- To develop and enhance the teaching practice of others.
- To be accountable for leading, managing and developing numeracy.
- To support the implementation of whole school numeracy.

Responsibilities

- To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.
- To assist the development of appropriate syllabuses, resources, schemes of work, marking policies, assessment and teaching strategies in the department, within the designated area.
- Support the day-to-day management, control and operation of numeracy across the curriculum.
- To assist in monitoring and following up student progress.
- To assist in the implementation of school policies and procedures, for example Equal Opportunities, Health and Safety.
- To work with colleagues to formulate aims and objectives for their departments which have coherence and relevance to the needs of students and to the aims and objectives of the Academy.



- To assist in the management of the business planning function of the whole school, and to ensure that the planning activities of the school reflect the needs of the students and the aims and objectives of the school.
- To ensure the delivery of an appropriate, comprehensive, high quality and cost-effective curriculum programme which complements the school's strategic objectives.
- To support whole school development of numeracy across the curriculum.
- To keep up to date with national developments in the subject area and teaching practice and methodology.
- To monitor actively and respond to curriculum development and initiatives at national, regional and local levels.
- To work with subject leaders and Assistant Principal to ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs.
- To continue professional development as agreed with Assistant Principal and the Vice Principal.
- To promote teamwork and to motivate staff to ensure effective working relations.
- To ensure the effective efficient deployment of classroom support.
- To participate in the school's ITT programme.
- To ensure the effective operation of quality assurance systems.
- To assist in the process of the setting of targets within the department and to work towards their achievement.
- To assist in the Performance Management Review(s).
- To help to establish common standards of practice within the department and develop the effectiveness of teaching and learning styles in all relevant curriculum area within the department.
- To contribute to the school procedures for lesson observation.
- To implement school quality procedures and to ensure adherence to those within the department.
- To participate in the monitoring and evaluation of the curriculum area/department in line with agreed school procedures including evaluation against quality standards and performance criteria.



- To seek/implement modification and improvement where required within the relevant curriculum area.
- To ensure the maintenance of accurate and up-to-date information concerning the relevant curriculum area on the management information system.
- To assist in the use of analysis and evaluation of performance data.
- To help to produce reports within the quality assurance cycle.
- To assist in the production of reports on examination performance, including the use of value-added data.
- To assist in the identification of exam entries within the department.
- To help ensure that all staff are familiar with the aims and objectives of numeracy across the curriculum.
- To ensure effective communication/ as appropriate with the parents/carers of students.
- To liaise with partner schools, higher education, Industry, Examination Boards, Awarding Bodies and other relevant external bodies.
- To contribute to the development of effective subject links with partner schools and the community, attending, where necessary, liaison events in partner schools and promoting subjects effectively at liaison events in school, partner schools and the wider community.
- To promote actively the development of effective subject links with external agencies.
- To assist the Assistant Principal to identify resource needs and to contribute to the efficient /effective use of physical resources
- To co-operate with other departments to ensure a sharing and effective usage of resources to the benefit of the school and the students.
- To monitor and support the overall progress and development of students within numeracy.
- To help to monitor student attendance together with students' progress and performance in relation to targets set for each individual; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.
- To act as Form Tutor and carry out the duties associated with the role as outlined in the generic job description.
- To contribute to PSHE, citizenship and enterprise according to the school policy.
- To assist in the implementation of the Behaviour Management system in the Department so that effective learning can take place.



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Widnes, WA8 7TD

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- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.
- To support the school in meeting its legal requirements for worship.
- To promote actively the school's corporate policies.
- To comply with the school's Health and Safety policy and undertake risk assessments as appropriate.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

This job description is current at the date below 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.

April 2019



PERSON SPECIFICATION – Teacher of Mathematics & Numeracy Co-ordinator (TLR 2B)

CRITERIA	ESSENTIAL
A. Education and training	<ul style="list-style-type: none">• To hold a degree or equivalent qualification.• To be a qualified teacher.
B. Skills and abilities	Shown the ability to (in consultation with others): <ul style="list-style-type: none">• establish and review targets and make decisions; relate to and work with others as a member of a team.
C. Special knowledge	<ul style="list-style-type: none">• To have knowledge of developments with regard to the National Curriculum and other Government initiatives.• To understand the process of learning.• To understand curriculum continuity and progression. To have knowledge of issues in the area of special needs.
D. Personal qualities	Evidence of: <ul style="list-style-type: none">• the ability to relate to and motivate staff, parents and students;• the ability to listen to and understand others; constant and consistent expectations of high standards.
E. Approach to work	Evidence of: <ul style="list-style-type: none">• high motivation and professional commitment;• a commitment to student-centred education;• a commitment to involving parents as partners in the education process;• a commitment to and understanding of equality of opportunity



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Once in post, the post holder will:

- continue to maintain and demonstrate high standards;
- demonstrate a commitment to develop themselves professionally;

In addition, the post holder should have the ability to:

- vocalise the school's vision and aspiration to be a World class school
- be flexible to adapt to change
- have excellent attendance
- be a role model and act as an ambassador for Halewood Academy in and outside of the school by speaking positively about the school in the community; upholding a 'Commitment to Excellence' at all times; by dressing appropriately and smartly in a suit or smart skirt / dress / trousers and jacket.

Context

The Wade Deacon Trust

Halewood Academy is a secondary school in a growing multi-academy trust; The Wade Deacon Trust. Senior Leaders from the trust work to support and develop partner academies.

<https://wadedeacontrust.com/>