

Longridge Towers School



CARPE DIEM

Teacher of Mathematics

Job Description

Teacher of Mathematics

Responsible to: Head of Department (Mathematics)

The Role:

This is a proactive role centred on developing an outstanding learning experience for pupils whilst supporting innovative teaching at Longridge Towers School.

The post holder will set high expectations for all pupils' experience of mathematics, both within and beyond the classroom. The post holder will be responsible for nurturing pupils' enjoyment and understanding of mathematics. She/he will have up-to-date subject knowledge and experience with innovative teaching practices relevant to the subject.

This job description should be seen as enabling rather than prescriptive and may be reviewed annually by the post holder and the Head of Mathematics/ Head Teacher.



Duties:

The Contract of Employment states what is required in general terms. This job description specifies certain particular duties which are required and are to be exercised and completed in a satisfactory manner.

Pupil Experience:

- To encourage pupils to make outstanding progress and reach their full potential in line with the School aims and ethos.
- To enthuse pupils by communicating a passion for your subject(s) and wider interests.
- To put into practice the School policies, including the planning and delivery of the curriculum.
- To support and maintain the agreed codes and discipline policy consistently and fairly.
- To plan, prepare and deliver the curriculum in the subjects for which you are responsible, including the setting of homework in accordance to the agreed weekly table and following departmental guidelines.
- To take an active part in the development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and guidance and welfare arrangements.
- To accept a measure of administrative responsibility in the fulfilment of your duties.
- To engage in such supervisory activities as may be reasonably required.
- To undertake professional development as part of a continuous process of career progress.
- To take an active role in the School enrichment programme.
- To accept when requested, the role of Form Tutor and meet the expectations of that role as set out in the School policy.



Main Activities Attributable to the Particular Duties:

Curriculum Delivery

- In the specific subject areas for which you hold responsibility to plan, prepare and deliver appropriate learning experiences making full use of the resources available. All such planning to be based on the agreed and published curriculum policies, schemes of work and other such papers that are provided from time to time.
- To prepare and arrange educational visits as part of the overall planning for the area of learning as may be appropriate.
- To ensure that the work planned is suitably differentiated to meet the needs of all the pupils within the class and to have high level expectations within the differentiation.
- To bring to the attention of the SENDCo, any pupils with perceived Special Educational Needs. To provide Quality First Teaching in class.

- To display pupils' work in the subject based rooms and around the School clearly and effectively in such a way as to raise awareness and pupil esteem.
- To be prepared to use personal expertise on behalf of any class or group as may be reasonably expected.
- To contribute to whole school initiatives in Literacy and Numeracy, liaising with colleagues within and outside of the faculty as appropriate.
- To correct pupil's school and homework in a reasonable time and in accordance with the School policy. To prepare, administer, mark tests/examinations/key stage assessments as appropriate.
- To assess pupils' performance in accordance with School and faculty policy and to attend consultation meetings for the purpose of discussing same.
- To maintain personal and official records of pupils' development and to write reports when required or as reasonably expected.



General Professional Activities

- To assist in maintaining discipline throughout the School consistently according to accepted guidelines.
- To organise and supervise or participate in such extra-curricular activities as agreed with the Head Teacher or deputy.
- To provide supervisory duties and staff absence cover as reasonably requested.
- To attend meetings, parents' evenings and other functions as appropriate.
- To attend assemblies, whether or not you have form tutor responsibilities, and to set a positive example to pupils by participating fully therein.

Professional Development

- To attend staff meetings and briefings.
- To maintain personal professional development by attending such courses/seminars as available and appropriate including School-focused INSET.
- To be prepared to join appropriate curriculum working parties.
- To undertake professional self-assessment and appraisal in conjunction with the line manager or delegated person and to set targets for the next period.

Administration

- To undertake administrative duties as may be mutually agreed.
- To support home-school relationships and to liaise with parents as appropriate.
- To provide assistance in the smooth running of the School as may reasonably be expected.

N.B

- The duties may be varied to meet the changing demands of the School at the reasonable direction of The Head Teacher.
- The Responsibilities, Duties and Particular Duties form part of the Contract of Employment.
- The Main Duties Attributable to the Particular Duties describes the way in which a teacher is expected to perform and complete the Particular Duties as set out above.

Whilst every effort has been made to explain the main duties and responsibilities of the post, it is impossible to identify every individual task which coordinators undertake. The School hopes that Class Teachers will assist with any reasonable request to undertake work of a similar level that is not specified in this job description. This job description may be amended at any time following discussion between the Head of Mathematics or Head Teacher and member of staff.

