

## Role Profile: Teacher of Mathematics



# HYDESVILLE TOWER SCHOOL

## Purpose

To provide effective and high-quality classroom teaching to GCSE and ensure all pupils reach their potential through effective monitoring, assessment and target setting.

## Key Accountabilities

- To plan and deliver lessons effectively to meet the needs of pupils and to maintain appropriate records of teaching
- To mark and assess the work of pupils in accordance with school and departmental policies and to maintain appropriate records of pupil attainment and progress
- To set and mark homework in accordance with school policy
- To manage behaviour effectively to ensure a good and safe learning environment, in accordance with the school's behaviour policy and to ensure that pupils complete school planners
- To contribute to the appearance and ethos of the school through the maintenance of a pleasant learning environment within the classroom and departmental areas
- To actively celebrate the achievement of pupils using school systems to praise and reward
- To participate in general supervisory duties in accordance with published duty rotas
- To participate in required meetings with colleagues and parents/carers
- To liaise with colleagues in other departments as appropriate
- To participate in professional development and performance management reviews in line with school policy

### Enhancing own knowledge, skills and understanding

- To continuously develop your range of teaching and learning strategies for supporting the development and progression of individual pupils
- To keep up to date with developments and initiatives in the subject area

**Professional development and raising awareness**

- To be an active member of the school's Mathematics department
- To work with relevant staff to identify and address the needs of pupils
- To plan differentiated material to support all pupils at key stages
- To participate proactively in professional initiatives

**Curriculum and extra-curricular provision**

- To contribute in developing/reviewing/revising schemes of work and engaging and challenging resources.
- To contribute to the creation, planning and organisation of extra-curricular activities to promote the subject and enhance Pupils' learning.

**Sharing information**

- To ensure the efficient exchange of information regarding Pupils both within the school and within the department, as necessary.

**Support and monitoring**

- To mark and record Pupils' work in line with departmental and school policies.
- To assess in line with departmental and school policies the ability of individual Pupils; and to transfer that assessment information to school records and to reports for parents; to communicate assessment details and data to tutors in preparation for parents' evenings.
- To prepare and conduct assessments of Pupils' learning, as and when required, and submit data regarding Pupils' progress into the school management information system.
- To liaise with others involved in supporting Pupils' learning.
- To develop and maintain links with subject and pastoral staff to support, monitor, assess and evaluate the progress of individuals.
- To foster good relationships and liaison with parents/carers.

**Pastoral**

- To be a Form Tutor for an assigned group of Pupils and to carry out related duties.
- To develop and maintain links with subject and pastoral staff to support, monitor, assess and evaluate the progress of individuals.
- To participate in general supervisory duties in accordance with published duty rotas.
- To attend assemblies as required.

**Management of information**

- To ensure the maintenance of accurate and up-to-date information concerning Pupils' learning and progress.

**Communication**

- To ensure effective communication/consultation as appropriate with the parents/carers of Pupils.

### Other Responsibilities

- To participate in the school's staff development programme
- To continue personal development in relevant areas especially subject knowledge & teaching methods
- To engage actively with the school's performance management programme
- Where appropriate, ensure the effective deployment of classroom support
- To work as a member of a team, positively contributing to effective working relations within the school
- To communicate, where necessary with parents and external bodies, following school policies
- To attend Open Days and Evenings, Parents' Evenings & Prize Giving
- To attend morning assemblies
- To attend staff morning briefing
- To undertake duties as stated in the "Staff Duty Rota"

The post holder is required to support and encourage the school ethos and its objectives, policies and procedures as agreed by the headteacher. The post holder would also be expected to carry out any other duties that are reasonably assigned by the head teacher

The job description allocates duties and responsibilities but does not direct that particular amount of time to be spent in carrying them out and this must not be construed.

## Safeguarding Responsibilities

- To comply with safeguarding policies, procedures and code of conduct
- To demonstrate a personal commitment to safeguarding and student/colleague wellbeing
- To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy
- To engage in safeguarding training when required

## Person Specification

	Essential	Desirable
<b>Skills</b>	The ability to teach Mathematics at KS3 and KS4  A willingness to become involved in the life of the school  Good classroom management  Flexibility  Well organised, creative and innovative  A role model  Efficient in Microsoft Office	
<b>Qualifications</b>	A good university degree  Qualified Teacher Status	Child Protection Certification
<b>Experience</b>	Recent experience with assessment, recording and reporting  Teaching and supporting pupils across all abilities  Working knowledge of the GCSE specifications	Demonstrate a proven track record of results at GCSE

## Key Stakeholders:

**Internal** – Senior Leadership Team, Teaching Staff, Non-Teaching Staff and Pupils

**External** – Parents, and other external agencies as required

The Key Accountabilities listed above are not exhaustive and may be varied from time to time as dictated by the changing needs of Cognita. In this case, any significant changes or variations will be consulted with the post holder before undertaking these responsibilities.

To be signed and dated by employee:

**Signed:** .....

**Name (print):** .....

**Date:** .....