



<b>Title of Post:</b>	<b>Teacher of Mathematics</b>
<b>Post Status:</b>	Permanent
<b>Salary Scale/TLR</b>	MPS/UPS
<b>Accountable to:</b>	Head of Department
<b>Responsible for:</b>	The post holder may be responsible for the deployment and supervision of other adults supporting learning within the classroom.

## **RESPONSIBILITIES**

### **A. Planning, teaching and class management, in relation to the Teaching Standards and Priory School Lesson expectations**

Teach allocated pupils by planning their teaching to achieve progression of at least good if not outstanding learning through:

- Identifying clear teaching objectives and specifying how they will be taught and assessed.
- Produce relevant documentation to support the learning of students and track their progress e.g. student support plans, seating plans, class data analysis
- Setting tasks which challenge pupils and ensure high levels of interest;
- Effective use of internal and external data, in order to build on prior attainment;
- Identifying SEN, PP and very able pupils and structure appropriately differentiated tasks and activities;
- Make effective use of assessment and ensure coverage of programmes of study;
- Ensure effective teaching and best use of available time;
- Monitor and intervene to ensure sound learning and discipline;
- Ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- Evaluate their own teaching critically to improve effectiveness;

### **B. Monitoring, assessment, recording and reporting :**

- Use appropriate internal and external data sets through school systems and procedures to track and monitor the ongoing progress of all students within their classes.
- Devise clear action plans in order to address pupil underachievement;
- Assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving;
- Prepare and present informative reports to parents;
- Use Show my Homework to record any homework set.

### C. Other professional requirements

- Work as a House Tutor contributing to the personal development and holistic welfare of our students;( see Priory School House tutor job description)
- Promote and safeguard the welfare of all children they come into contact with;
- Have a working knowledge of teachers' professional duties and legal liabilities;
- Establish effective working relationships and set a good example through their presentation and personal and professional conduct;
- Endeavour to give every child the opportunity to reach their potential and meet high expectations;
- Contribute to the life of the school through effective participation in staff meetings, and House event.
- Take responsibility for their own professional development and duties in relation to school policies and practices;
- Liaise effectively with parents and governors;
- Take on any additional responsibilities which might from time to time be determined.

### D. Wider school responsibilities

- Engage in the performance management process, selecting targets and success criteria that appropriately reflect your point on the pay scale, ensuring they are rigorous and suitably challenging.

### E. Other responsibilities

- Comply with and assist with the development of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Be aware of and comply with all school policies and procedures
- Be aware of and support difference and ensure equal opportunities for all
- Contribute to the overall ethos and aims of the School and Trust
- Appreciate and support the role of other professionals
- Attend and participate in relevant meetings, training and learning activities as required

The postholder may be required to carry out any other duties that the Principal/Headteacher feel is commensurate with the post. Whilst every effort is made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

This job description is subject to review by the Principal/Headteacher in consultation with the post holder at any time. However, an annual review of this job description and allocation of responsibilities will take place as part of agreed performance management arrangements.

Signed by Employee: \_\_\_\_\_ Date: \_\_\_\_\_

**Name**

Signed by Principal: \_\_\_\_\_ Date: \_\_\_\_\_

**M J Barratt**