

*Learning together, succeeding together, inspiring
excellence*



St Katherine's School

Post: Teaching and Learning Lead for Maths/Maths Teacher

Candidate Application Pack

October 2019

ACCEPTANCE | RESPECT | HONESTY | DETERMINATION | EQUALITY | EXCELLENCE
FRIENDSHIP | ASPIRATION | RESILIENCE | RESPONSIBILITY

October 2019

Dear Applicant

Thank you for your interest in the post of Teaching and Learning Lead for Maths/Maths Teacher at St Katherine's School. This is a permanent post available from January 2020.

St Katherine's is a medium sized 11-19 mixed comprehensive school. We are situated on the edge of Bristol in a beautiful rural environment and enjoy excellent transport links. Although we are a North Somerset Local Authority School, the vast majority of our young people live in the neighbouring authority of Bristol and make a positive choice to travel out of the city each day to enjoy the vast wealth of opportunities that St Katherine's has to offer.

We were delighted to join Cathedral Schools Trust (CST) in January 2019 and this partnership is already having a very positive impact on our school. We are actively involved in the North Somerset Teaching Alliance (NSTA) and are privileged to offer first class continuous professional development opportunities. Our staff place great value on their CPL and this remains a priority for the school each year as we focus on what makes the difference - the classroom. CST also has a well developed Teaching School Alliance with a full suite of NPQ qualifications on offer along with a significant SLE presence. The successful candidate may be asked to contribute to school improvement activities across the trust if appropriate.

Students, staff, parents/carers and governors are very proud of our school and its achievements. We were left disappointed in March 2018 with our Requires Improvement judgement from Ofsted and we have remained committed to delivering on our Quality Improvement. We continue to deliver a high quality education for all our young people, focusing on the whole child with equal value being placed on outcomes and character. We have been oversubscribed for the last two years and are confident we are rapidly becoming a very good school. Further information is available on our school [website](#).

To apply for this role please go to: <https://www.tes.com/jobs/employer/-1001486>
Applicants should complete the online application form. Please include with your application a supporting letter explaining why you have chosen to apply for the post. This should highlight the skills, qualities and experience you would bring to the post and how these would benefit our school. (No more than two sides of A4 please).

We look forward to receiving your application. The closing date for receipt of completed applications is **midnight 13 October 2019. Interviews will take place during w/c 21 October 2019.**

Yours sincerely



Justin Humphreys
Headteacher

Teaching and Learning Lead for Maths/ Maths Teacher

School: St Katherine's School
Hours: Full Time
Contract: Permanent. Required from January 2020
Salary: Main Pay Scale / Upper Pay Scale plus TLR 2B £4657 pa

This post offers an excellent opportunity for an outstanding and experienced Maths Teacher.

We are seeking to appoint a **Teaching and Learning Lead** able to teach Maths across all key stages, including A Level. We welcome applications from those without prior A level experience but with the knowledge and ability to learn quickly to develop skills in this area.

As a faculty we have been raising standards continuously over the last 3 years, and this is a great time to join our team. We have introduced a mastery scheme of work at KS3, Level 2 further Maths at GCSE and provide students the opportunity to study GCSE statistics in Year 11. This post offers an opportunity for a suitability qualified/experienced teacher to lead on developing teaching and learning and the attainment of students in Maths.

The successful candidate will be:

- an outstanding teacher, passionate about teaching and committed to improving the learning outcomes of all students
- able to demonstrate a strong track record of raising student attainment and accelerating progress through their teaching and bringing creative ideas to the classroom
- a team player, keen to work collaboratively and contribute to a strong ethos of sharing good practice, resources and ideas
- experienced in mentoring and coaching NQTs, ITT and other members of staff.
- self-motivated and well organised
- responsible for STEM opportunities in Maths (including Pi Day & house competitions) and liaising with science and DAT to put in place joint STEM activities
- able to oversee and ensure programmes to support gifted and talented students in Mathematics.

We believe that Maths is an exciting subject and numeracy should be central to a young person's curriculum. We look to provide many enrichment opportunities based around STEM to inspire and motivate mathematicians for the future. Students enjoy Maths at St Katherine's and it is an increasingly popular subject choice at A level.

The successful candidate will be joining a creative and dedicated team that is characterised by high support and high challenge with a willingness to develop as professionals through sharing good practice. We are committed to staff development and offer a comprehensive Teaching and Learning CPD programme.

St Katherine's is a vibrant, medium sized 11 – 19 mixed comprehensive school and part of Cathedral Schools Trust. We are situated on the edge of Bristol in a beautiful rural setting. The majority of our students live in Bristol and due to the easy transport links, make a positive choice to travel out of the city each day to enjoy the wealth of opportunities that St Katherine's has to offer. All at St Katherine's believe that there are no limits to what a young person can achieve. Through focusing on high quality learning and teaching we work tirelessly to educate young people for academic success and life. Further information about the school and the post can be found on the school [website](#)

St Katherine's School is an equal opportunities employer in line with the 2010 Equality Act. St Katherine's is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post is subject to DBS Barred list and Enhanced Disclosure checks.

Closing Date: Midnight 13 October 2019

Interview date: w/c 21 October 2019



St Katherine's School

Job Description

Post Title:	Teaching and Learning Lead for Maths/ Maths Teacher
Purpose:	<ul style="list-style-type: none">• To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support the Maths Faculty as appropriate.• To monitor and support the overall progress and development of students• To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.• To contribute to raising standards of student attainment.• To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.• To lead on developing teaching and learning and the attainment of students in Maths.• Responsible for STEM opportunities in Maths (including Pi Day & house competitions) and liaising with science and DAT to put in place joint STEM activities• To oversee and ensure programmes to support gifted and talented

	<p>students in Mathematics.</p> <ul style="list-style-type: none"> • Mentoring and coaching NQTs, ITT and other members of staff <p>Allocation of specific responsibilities will be dependent on the candidate selected. These will be agreed through discussion with the postholder and take account of individual strengths and development needs.</p>
Reporting to:	Head of Faculty
Responsible for:	The provision of a full learning experience and support for students.
Liaising with:	Teaching/support staff, LA/Trust representatives external agencies and parents.
Working Time:	195 days per year. Full-time.
Salary/Grade:	TMS/UPS. TLR 2B
MAIN (CORE) DUTIES	
Operational/ Strategic Planning	<ul style="list-style-type: none"> • To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the Maths Faculty • To contribute to the Curriculum Area development plan and its implementation. • To plan and prepare courses and lessons. • To contribute to the whole school's planning activities.
Curriculum Provision:	To assist the Head of Faculty and Key Stage 3 Co-ordinator, to ensure that the curriculum area provides a range of teaching which complements the school's strategic objectives.
Curriculum Development:	To assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies and the school's Mission and Strategic Objectives.
<u>Staffing</u> Staff Development: Recruitment/ Deployment of Staff	<ul style="list-style-type: none"> • To take part in the school's staff development programme by participating in arrangements for further training and professional development. • To continue personal development in the relevant areas including subject knowledge and teaching methods. • To engage actively in the Performance Management Review process. • To ensure the effective/efficient deployment of classroom support • To work as a member of a designated team and to contribute

	positively to effective working relations within the school.
Quality Assurance:	<ul style="list-style-type: none"> • To help to implement school quality procedures and to adhere to those. • To contribute to the process of monitoring and evaluation of the Maths curriculum area in line with agreed school procedures, including evaluation against quality standards and performance criteria. To seek/implement modification and improvement where required. • To review from time to time methods of teaching and programmes of work. • To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.
Management Information:	<ul style="list-style-type: none"> • To maintain appropriate records and to provide relevant accurate and up-to-date information. • To complete the relevant documentation to assist in the tracking of students. • To track student progress and use information to inform teaching and learning.
Communications:	<ul style="list-style-type: none"> • To communicate effectively with the parents of students as appropriate. • Where appropriate, to communicate and co-operate with persons or bodies outside the school. • To follow agreed policies for communications in the school.
Marketing and Liaison:	<ul style="list-style-type: none"> • To take part in marketing and liaison activities such as Open Evenings Parents Evenings, Review days and liaison events with partner schools. • To contribute to the development of effective subject links with external agencies.
Management of Resources:	<ul style="list-style-type: none"> • To contribute to the process of the ordering and allocation of equipment and materials. • To assist the Head of Faculty to identify resource needs and to contribute to the efficient/effective use of physical resources. • To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the School, department and the students.

<p>Pastoral System:</p>	<ul style="list-style-type: none"> ● To evaluate and monitor the progress of students and keep up-to-date student records as may be required. ● To contribute to the preparation of Action Plans and progress files and other reports. ● To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved. ● To communicate as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff ● To apply the Behaviour management systems so that effective learning can take place.
<p>Teaching:</p>	<ul style="list-style-type: none"> ● To teach, students according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere. ● To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required. ● To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students. ● To ensure that ICT, Literacy, Numeracy and school subject specialism(s) are reflected in the teaching/learning experience of students ● To undertake a designated programme of teaching. ● To ensure a high quality learning experience for students which meets internal and external quality standards. ● To prepare and update subject materials. ● To use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus. ● To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework. ● To undertake assessment of students as requested by external examination bodies, departmental and school procedures. ● To mark, grade and give written/verbal and diagnostic feedback as required.

<p>Other Specific Duties:</p> <ul style="list-style-type: none"> • 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 promote actively the school's corporate policies. • To continue personal development as agreed. • To comply with the school's Health and safety policy and undertake risk assessments as appropriate. • To undertake any other duty as specified by STPCD not mentioned in the above. <p>Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.</p>
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<p>Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.</p> <p>Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.</p> <p>The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.</p>
<p>This job description is current at the date shown, but following consultation with you, may be changed by Management to reflect or anticipate changes in the job which are commensurate with the salary and job title.</p>

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PERSON SPECIFICATION

Job Title: Teaching and Learning Lead for Maths/ Maths Teacher

	Essential	Desirable
Qualifications	Relevant Degree Qualified Teacher status	
	Successful teaching experience in one or more secondary schools. Good working knowledge of the designated	

<p>Knowledge and Experience</p>	<p>curriculum area. Experienced in mentoring and coaching NQTs, ITT and other members of staff.</p>	<p>Ability to teach A level maths/further maths</p>
<p>Skills and Aptitudes</p>	<p>The ability to maintain excellent standards of work and conduct in the classroom</p> <p>A pro-active team worker who recognises their responsibility to themselves and to their colleagues to develop further the aims of the school through participating in curriculum design and development work and working with students and their parents/carers as partners</p> <p>Use of assessment to inform planning and teaching so that all learners make good progress</p> <p>Excellent inter-personal and communication skills</p> <p>The ability to listen</p> <p>Excellent administrative and organisational skills</p> <p>Able to use ICT to enhance learning opportunities</p>	
<p>Personal qualities</p>	<p>Able to maintain personal drive and energy.</p> <p>Ability to relate well to people at all levels.</p> <p>An enthusiasm to inspire students and their parent/carers</p> <p>Confidence to teach maths to students of high ability.</p> <p>An aptitude to work as part of a team whilst also being self-motivated and action-orientated.</p> <p>Personal integrity, dedication and commitment to the school.</p>	

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