



Aylesford School

JOB DESCRIPTION

Teacher of Maths

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| Reports to: | Teacher of Maths |
| Salary/Grade: | MPS/UPS |
| Job Purpose: | <ul style="list-style-type: none">• To plan, assess and teach good and outstanding lessons that ensure that all students make and exceed expected progress at all levels.• To uphold the professional responsibilities of teachers as outlined in the teacher standards document.• Uphold and meet Teaching Standards |

KEY ACCOUNTABILITIES AND RESPONSIBILITIES:

Planning

To plan teaching that achieves progression in students' learning through:

- Identifying clear teaching objectives and providing content that is challenging, differentiated, engaging and reflects our high expectations of all students
- Setting tasks for the whole class, individuals and groups, including differentiated homework, that challenges and motivates
- Planning for appropriate and demanding expectations of students' literacy, numeracy and presentation of work
- Developing clear structures for lessons, and for sequences of lessons, which maintain pace, motivation and challenge students.
- Effective use of assessment information on students' attainment and progress in the teaching and planning of lessons and sequences of lessons, with effective consideration of pupil groups: pupil premium; prior attainment; SEND; gender.
- Excellent subject knowledge and up to date coverage of the relevant examination syllabus and National Curriculum programmes of study.

Teaching and Class Management

To work to ensure high standards in the classroom through:

- Effective teaching of classes and individuals, so that teaching objectives are met and best use is made of available teaching time.
- Developing and maintaining a purposeful working atmosphere that is conducive to learning.

- High expectations of students' character and behaviour through well-focused teaching and consistent application of the Character and Behaviour Policy.
- An established safe environment, which supports learning and in which students feel secure and confident.
- The use of teaching methods which sustain the momentum of students' work and keep all students engaged.
- Clear learning objective and presentation of content
- Effective use of resources and time
- The provision of opportunities for students to consolidate their knowledge and skills, both in the classroom and in the setting of well-focused homework
- The evaluation of your own teaching critically, including taking responsibility for appraisal targets that relate to attainment and quality of teaching.

Assessment, Recording and Reporting

To effectively assess students work in order that they make progress through:

- The marking and monitoring of students' class work and homework as required by subject and school policies.
- Provision of clear and diagnostic feedback at regular intervals with time given for students to read and make improvements as directed.
- Assessing and recording student progress as required by the school, National Curriculum and examination boards.
- The writing of reports and entering of progress data as directed by the school.
- Participation in parent consultation evenings and other events that review progress with students and parents.

Communication

- To communicate with staff, parents and students in a positive and effective manner.

Safeguarding

- Undertake safeguarding training as required

Professional Development

- Undertake appropriate professional development.

Staff Meetings

- Participate in meetings and Professional Development activities at the school.

Health and Safety

- To ensure the health and safety of staff and students when in the (subject) area.
- To be responsible for carrying out risk assessments in relation to health and safety.
- To be on duty at break and lunchtime in accordance with directed time

Additional Duties

- To undertake duties as a member of staff in a school that works in partnership with other organisations, to contribute to the development and sharing of good practice into partnerships with other schools and relevant bodies. This may include undertaking duties and work in other schools and at other locations.
- To follow the routines and procedures outlined in the Staff Handbook.
- To undertake academic and pastoral tutoring as required
- Deliver School curriculum as required
- To participate in curriculum, pastoral, administration, organisation and staff meetings including other CPD sessions and twilight training.
- To contribute to the work of department and pastoral teams.
- To take responsibility for your own continuous professional development and keep up to date with research, innovation and development in education
- To cover for absent colleagues in accordance with our policy.
- Carry out any other reasonable responsibilities, as directed by the Headteacher

Professional Behaviour

- To be professional, friendly and respectful towards all colleagues, and to address any concerns through proper channels.
- To be professional, friendly, fair and firm with students, demonstrating the sort of politeness and respectfulness that we wish them to emulate.
- To be friendly, helpful and welcoming to parent/carers and others visiting or making contact with the school.
- To provide a good role model for students and staff.
- To support and uphold the aims, values and ethos of the school.
- To develop a relationship with students which is professional, firm, fair, caring and friendly, and based upon mutual respect.
- To maintain an appropriate and professional distance with students in more informal situations.
- Use the school's positive behaviour policy to deal with student behaviour in a manner which is appropriate to the context.
- To celebrate and praise the achievements of staff and students.
- To deal with students in a manner which conveys mutual respect.
- Not to behave towards students in a manner which is aggressive, intimidating or demeaning in any way.
- Be smartly and professionally dressed.

Miscellaneous

- To continue personal development as agreed at performance review meetings.
- To engage actively in the performance review process.
- To play a full part in the life of the school community, to support its distinctive aim and ethos and to encourage staff and students to follow this example.
- To comply with the school's Health and Safety policy and undertake risk assessments as appropriate.
- To comply with safeguarding policies at all times
- To show a record of excellent attendance and punctuality.

- The duties of this post could vary from time to time as a result of new legislation, changes in technology or policy changes. Appropriate training will be given to enable the post holder to undertake this new/varied work.

Aylesford School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

It is impossible to define clearly the exact nature of any job in a school. Therefore, the purpose of this job description is to outline the main duties that have to be fulfilled. When there is an emergency or in times of difficulty, absence or sickness, it is necessary to take on a variety of tasks and responsibilities regardless of job description under the direction of the Headteacher or other nominated person.

This job description will be reviewed and updated periodically in order to ensure that it relates to the job performed or to incorporate any proposed changes. This procedure will be conducted by the line manager in consultation with the post holder. In these circumstances it will be the aim to reach agreement on reasonable changes, but if agreement is not possible management reserves the right to make changes to the job description following consultation

Signed Employee: _____

Date:

Print Name: _____

Signed Employer: _____

Date:

Print Name: _____