

Job Title: Maths Teacher – KS3 & KS4 (Secondary - internally known as Green Zone).

Responsible to: Head Teacher

Main Duties

You will be an inspirational, enthusiastic teacher of Maths to Key Stage 3 & 4, SEN pupils with complex needs. You will use your excellent subject knowledge and have high expectations for all pupils and demonstrate excellent classroom management.

Job Description

- Write, implement and evaluate long term, medium and weekly plans.
- Record and evaluate children's progress using relevant evaluation procedures.
- Assess and track progress.
- Write accurate annual reports.
- Provide feedback for pupil's annual review reports.
- Manage behaviour according to the school Behaviour management Policy.
- Liaise closely with and manage the Learning Support Assistant (LSA) regarding record-keeping and behaviour management.
- Ensure literacy is a high priority for all pupils.
- Attend staff meetings as required.
- Attend annual parent feedback evenings, liaise with parents as required under the guidance of the Head Teacher/Assistant Head Teacher.
- Attend INSET and ensure continuing professional development.
- Be fully aware of all applicable Talbot House policies and procedures.
- Provide an environment for the children that enables them to realise their potential and maximise their academic, social, physical, and emotional development.
- Demonstrate flexibility by carrying out any other duties as may be reasonably required and directed by the Head Teacher.

General Duties:

- Ensure implementation of the Charity's Health & Safety, Safeguarding, Equal Opportunities policies and practices at all times to create a safe working environment for all;
- Perform duties with due regard to Charity policies and procedures and legislative requirements (to include confidentiality and GDPR regulations) at all times;
- Undertake CPD and additional training as required;
- All other reasonable duties as required.

The above list is not exhaustive and other duties may be attached to the post from time to time. Variation may also occur to the duties and responsibilities without changing the general character of the post on a temporary or permanent basis.

This post involves working with children and therefore this post requires an Enhanced Criminal Records Check (DBS Enclosure).

Job Specification

CRITERIA REQUIRED FOR THE ROLE		ESSENTIAL/ DESIRABLE	EVIDENCED BY*
QUALIFICATIONS, TRAINING, KNOWLEDGE & EXPERIENCE			
1	Relevant core subject teaching qualification – degree level	E	A
2	Have Qualified Teacher Status (QTS) with ECT Status (formally NQT)	E	A
3	A minimum of two years teaching experience in any setting	E	A
4	At least two years' experience in one or more schools across KS3 & KS4	E	A/I/L/R
5	At least two years teaching pupils with complex needs (including ASD, SEMH, Trauma & ADHD)	E	A/I/L/R
6	Demonstrates good working knowledge of the national curriculum for KS3 & KS4	E	A/I/L/R
7	Experience of developing and using a variety of teaching and learning styles	E	A/I/L/R
SKILLS & ABILITIES			
8	Understanding of pupil's needs and demonstrates the ability to adapt and select appropriate teaching methods	E	A/I/L/R
9	Demonstrates effective classroom management, organisation and display	E	I/L/R
10	Proven ability to plan effectively, and demonstrates excellent assessment and record-keeping skills	E	A/I/R
11	Excellent written and oral communication skills	E	A/I/L
12	Excellent interpersonal skills to build and maintain professional relationships with staff and pupils, can communicate sensitively and effectively with a wide range of professionals and non-professionals, both within and outside the school, including parents	E	A/R
13	Ability to encourage pupils to develop self-esteem	E	L/R
14	Ability to create a safe, supportive and stimulating learning environment for all pupils	E	A/I/L/R
15	Ability to relate appropriately to staff in a variety of contexts and be a supportive team member	E	I/L/R
PERSONAL QUALITIES			
16	Demonstrates empathy, tolerance and resilience	E	I/L/R
17	Demonstrates enthusiasm, energy, integrity, and a positive outlook	E	I/L/R
18	Sets high standards and is a good role model to pupils and other staff	E	I/L/R
19	Work effectively both as part of a team and independently	E	A/I/L/R
20	Understanding of the importance of flexibility	E	I/L

*A = Application Form, I = Interview, L = Demonstration Lesson, R = References

The Charity is committed to safeguarding and promoting the safety and welfare of children and young people and expects all staff to share this commitment. All appointments will, therefore, be subject to satisfactory Enhanced Level Disclosure and Barring Service clearance and other relevant pre-employment screening, including checks with past employers. In addition to candidates' ability to perform the duties of the post, the interview will explore issues relating to safeguarding and promoting the welfare of children and young people. Candidates also should be aware that any relevant issues arising from their references will be taken up at interview.