**JOB TITLE: Lead Practioner (Maths)**

**SCHOOL: Rayner Stephens High School**

**RESPONSIBLE TO: Head of Department, SLT link, Assistant Headteacher for T&L and Headteacher**

**GRADE: Main Pay Scale + TLR 2C £7,846.92**

**PURPOSE OF POST:**

* To exhibit exemplary teaching skills in the classroom
* Lead the development of teaching pedagogy and practice across the department
* Support the development of teaching pedagogy across the school (and wider Trust)
* Support with creating high quality schemes of learning and resources
* Support teachers experiencing professional difficulties through coaching and mentoring
* Support the development of the intent and implementation of the subject curriculum
* Support the Senior leadership team by working closely with the AHT for T&L, to lead and share best practice across the school and wider Trust, to facilitate the delivery of excellent teaching and learning.

**KEY RESPONSIBILITIES:**

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| Strategic Planning |
| * To lead and support the development of appropriate syllabuses, resources, schemes of work, marking policies, assessment and teaching strategies within the subject area, which reflect the school’s commitment to high achievement and effective learning and teaching, based on the latest educational research and practice * Assist with the day-to-day management, control and operation of the subject area. * To support teachers in raising student outcomes across the department and assist in monitoring and intervention to support student progress. * To work with department colleagues to formulate the aims and objectives for the subject area, which have coherence and relevance to the needs of students and to the aims and objectives of the school. * Foster the development amongst staff of positive attitudes towards the subject and confidence in teaching it. * To support the relevant dept lead/ manager in the delivery of cross-curricular themes e.g., literacy, numeracy, ICT etc in the subject area. * Use data effectively e.g. with the identification of students who are underachieving in the subject and, where necessary, create and implement effective plans of action to support these students * To help develop and drive intitiatives and innovative practice across the subject area |
| Curriculum |
| * To liaise with colleagues to ensure the delivery of an appropriate, comprehensive, high quality and cost-effective curriculum programme which complements the school’s strategic objectives. * To develop pedagogy and practice across the subject to ensure consistently high quality implementation and delivery of the curriculum. |
| Curriculum Development |
| * To support curriculum development within the subject area, to secure effective sequences of lessons that builds on knowledge over time * To keep up-to-date with national developments in the subject area and teaching practice and methodology. * To actively monitor and respond to curriculum development and initiatives at national, regional and local levels to support consistently high quality implementation and delivery of the curriculum. * To devise and implement strategies for narrowing the progress gap for different groups sof students |
| Staff Development |
| * To work with the Head of Department and dept collegeues to ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs. * To develop and lead subject specific and wider CPD for teaching and support staff to secure and maintain excellent pedagogy and practice across the department leading to excellent outcomes for all students. * Ensure that teachers are clear about the teaching objectives and outcomes in lessons, understand the sequence of teaching and learning in the subject, and communicate such information to students. * To contribute to the school Appraisal process and to act as reviewer for a group of staff within the designated area. * To promote teamwork and to motivate staff to ensure effective working relations. * To ensure the effective efficient deployment of classroom support. * To act as a teaching and learning coach |
| Quality Assurance |
| * To help establish common standards of practice and develop the effectiveness of teaching and learning styles within the key stage. * To assist the Head of Department in securing and sustaining effective teaching of the subject, evaluating the quality of teaching and standards of students’ achievements and set targets for improvement * To contribute to the school’s procedures for lesson observations and learning walks. * To take a full and active part in the school quality assurance procedures and to ensure adherence to those within the area e.g. student work scrutiny. * To participate in the monitoring and evaluation of the subject area in line with agreed school procedures. |
| Management Information |
| * To ensure the maintenance of accurate and up-to-date information in the subject area. * To assist in the use of analysis and evaluation of performance data. * To assist in the implementation of school policies and procedures. * To help to produce reports within the quality assurance cycle. * To assist in the production of reports on examination performance and expected progress of students. * Ensure that information about students’ achievements in previous classes and schools is used effectively to secure good progress in the subject. |
| Communications: |
| * To ensure that all members of the subject area are familiar with its aims and objectives. * To ensure effective communication as appropriate with the parents/carers of students. * To liaise with partner schools, higher education, Industry, Examination Boards, Awarding Bodies and other relevant external bodies when appropriate. * Presenting the views of members of the department at, and reporting back from, all areas of consultation. |
| Marketing and Liaison: |
| * To contribute to the school liaison and marketing activities, e.g., the collection of material for press releases. * To contribute to the development of effective subject links with partner schools and the community; attendance where necessary at liaison events in partner schools and the effective promotion of subjects at Open Evenings and other events in partner schools and the wider community. * To actively promote the development of effective subject links with external agencies. |
| Management of Resources: |
| * To assist the Head of Department to identify resource needs and to contribute to the efficient and effective use of physical resources within the subject area. * Maintain existing resources and explore opportunities to develop or incorporate new resources from a wide range of sources inside and outside the school. * Use accommodation to create an effective and stimulating environment for the teaching and learning of the subject. * Ensure that there is a safe working environment in which risks are properly assessed. * Provision of work, materials and advice for non-specialist teachers taking classes in this subject area. |
| Student Support System: |
| * To monitor and support the overall progress and development of students within the subject area. * To help to monitor student attendance together with students’ progress and performance in relation to targets set for each individual; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary. * To act as Form Tutor and carry out the duties associated with the role as outlined in the generic job description, which includes the delivery of a fully resourced PHSE programme * To support the implementation of Behaviour Management procedures so that effective learning can take place. |
| Teaching: |
| * To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher. * To act as a professional role model to others * To maintain excellent classroom practice |
| Professional Standards: |
| * To support the vision and values of Rayner Stephens High School and Stamford Park Trust to promote a learning community of respect, resilience and aspiration * To promote the ethos of Stamford Park trust both internally and externally * Model high standards in expectations and practice * To be an effective professional, who challenges and supports all students to do their best. * Treat all members of the community, colleagues and students, with respect and consideration. * Treat all students fairly, consistently and without prejudice. * Set a good example to students in terms of appropriate dress, standards of punctuality and attendance. * Promote the aims of the school by attendance at and participation in events such as open evenings, parents’ evenings and the like. * Support the ethos of the school by avoiding confrontation, rewarding achievement and positive classroom management * Take responsibility for your own professional development and participate in staff training when required. * Reflect on your own practice as well as the practices of the school with the aim of improving all that we do. * Read and adhere to the various policies and priorities of the school and Trust * Participate in the management of the school by attending various team and staff meetings. * Undertake duties as prescribed within school policies. * Ensure that all deadlines are met as published in the school calendar. * Undertake professional duties that may be reasonably assigned to you by the Head of School e.g. cover etc. * Be proactive and comply with the school’s Health and Safety policy and undertake risk assessments as appropriate. |
| Other Specific Duties: |
| To play a full part in the life of the school and Trust 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 undertake any other reasonable duty as specified by the Head of school not mentioned in the above.  Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.  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.  Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.  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. |
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| 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. The post holder will be expected to participate in the school appraisal programme for staff and to participate in appropriate staff training and development activities.  The person appointed must at all times work within the requirement of the Health and Safety at Work Act 1974, current Health and Safety legislation and the school’s policies and procedures. |