

# Glebe School

*An ambitious, inspirational trust, providing outstanding learning and support*

## JOB DESCRIPTION

### Maths Teacher Outer London MPS/UPS + SEN point

#### General duties and teaching responsibilities

- You will adhere to and demonstrate good or outstanding performance against the national teaching standards
- To maintain an up to date knowledge of key curriculum areas linked to the role
- Ensuring teaching and learning meets all statutory requirements as defined by Ofsted/ DFE/ Exam bodies and other external bodies
- Helping to create and manage a positive, caring, supportive, purposeful and stimulating environment which is conducive to children's learning
- Provide long term planning through curriculum mapping that clearly shows how pupils skills and knowledge of being built upon
- Provide detailed schemes of work for every year group that provides information around topic, objectives, outcomes, differentiation, methods of assessment and resources
- Use schemes of work to support short planning and preparing lessons in order to deliver the curriculum ensuring effective breadth and balance
- Identifying clear teaching objectives and learning outcomes, with appropriate challenge and high expectations
- Teaching lessons that are creative, engaging and inspiring for the pupils
- Helping to maintain a safe orderly environment and discipline among the students, safeguarding their health and safety
- Organising and managing groups or individual students, ensuring differentiation of learning needs, reflecting all abilities
- To be responsible and effective in dealing with classroom management and conflict resolution.
- Planning opportunities to develop the social, moral, emotional and cultural aspects of students' learning
- Developing and maintaining a regular system of assessment monitoring, including marking of pupils' work, maintaining accurate record-keeping and reporting of student's progress
- Ensuring lessons are catered to the needs of the pupils including personalised educational health care targets of the pupils
- Ensure the classroom is well organised, tidy and that classroom display is educational and celebratory of pupils' achievements
- To provide regular (weekly) homework for pupils

	<ul style="list-style-type: none"> <li>• Ensuring effective use of support staff within the classroom</li> <li>• To participate in staff meetings and deliver presentations and training as required</li> <li>• To communicate and consult with parents over all aspects of their child’s education – academic, social and emotional. Attend parent/carer meetings</li> <li>• To do a break and lunch duty in the school week</li> <li>• To work as a team player reporting directly to the Head of Subject</li> </ul>
<b>Strategic responsibilities</b>	<ul style="list-style-type: none"> <li>• To take part in staff development by participating in arrangements for further training and professional development</li> <li>• To continue personal development in the relevant areas including Maths subject knowledge and teaching methods</li> <li>• To engage actively in the Performance Management Review process</li> <li>• To ensure the effective/efficient deployment of classroom support</li> <li>• To work as a member of a designated team and to contribute positively to effective working</li> <li>• To have an outward facing approach and be willing to network with other schools</li> <li>• To be reflective and to continually strive to for self-improvement</li> </ul>
<b>Other specific duties</b>	<ul style="list-style-type: none"> <li>• To promote actively the school’s Vision, Values and policies to students, staff and other members of the school community</li> <li>• 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</li> <li>• To continue personal development and to engage actively in the performance review process</li> <li>• To comply with and enforce all policies and regulations relating to Child Protection and Safeguarding</li> <li>• To comply with the School’s Health and Safety policy and undertake risk assessments where required</li> <li>• To understand and comply with data protection regulations</li> <li>• To show a record of excellent attendance and punctuality</li> <li>• To adhere to the school’s Staff Code of Conduct and dress code</li> <li>• To undertake any other duties as reasonably requested by the Headteacher</li> <li>• Satisfactory references and an enhanced DBS are required</li> </ul>