



The Island Learning Centre

Job Description

Post Title	Head of Maths
Purpose	The primary responsibility of a subject teacher is to ensure that all students receive an exceptional level of education, and progress to their maximum potential. The objectives are to secure consistently high standards of learning, continual student development and ensure each student has a positive attitude towards not only their personal education but the school as a whole.
Reporting to	Head Teacher
Responsible for	- Being aware of the strengths and needs of each student. - Undertaking regular learning mentor reviews to monitor and provide appropriate advice and guidance on individual student's progress in respect to attendance, homework, behaviour management and acceptable standards of conduct and appearance. - Promoting high standards of student behaviour and attitudes to work. - Communicating effectively with staff and parents.
Liaising with	Subject leads, teaching and support staff, and parents as required.
Working time	Full time. Permanent.
Salary grade	QTS Main 3 to Main 6 plus SEN point TLR to be negotiated.
Disclosure level	Enhanced
Main Duties	- Teach students in years 7 – 11 - To deliver lessons which enrich and engage all students taught. - Teach other subjects as required. - Plan lessons carefully, having regard to the schemes of work and school practice. - Cover for absent colleagues within the parameters within which we work. - Work as a full member of the designated team, working with others to promote good practice in the school, to create teaching resources and to develop consistent approaches. - Assess student work to monitor and evaluate progress, set targets and consider student needs when planning lessons. - To drive attainment and progress for all students taught, setting targets, tracking progress and intervening where appropriate. - Teach allocated students by planning your teaching to achieve progression of learning.



	• Identifying clear teaching objectives and specifying how they will be taught and assessed. • Setting tasks which challenge students and ensure high levels of interest. • Setting appropriate and demanding expectations (high challenge/high support) • Setting clear targets, building on prior attainment. • Identifying SEND or very able students. • Provide clear structures for lessons maintaining pace, motivation and challenge. • Make effective use of assessment and ensure coverage of programmes of study. • Ensure effective teaching and best use of available time. Monitor and intervene to ensure sound learning and behaviour management. • Use effective questioning, listen carefully to students and give attention to errors and misconceptions. • Select appropriate learning resources and develop students' study skills. • Ensure students acquire and consolidate knowledge, skills and understanding appropriately. • Evaluate your own teaching critically to improve effectiveness. • Match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
Operational/strategic planning	• Assist in the planning, delivery and monitoring of the Maths curriculum. • Utilise innovative technologies to enhance learning and teaching • Model professional behaviour at all times that reflects the school's ethos and values.
Curriculum development	• To assist in the process of curriculum development and change to ensure the continued relevance of Maths to the needs of students, examining and awarding bodies and the school's strategic objectives. • To contribute to the evaluation of the curriculum in Maths.
Staff development	• Take part in the school's staff development programme. • Continue personal development in relevant areas including subject knowledge and teaching methods. • Actively engage in the performance development review process • Ensure the effective/efficient deployment of classroom support. • Engage with sharing good practice with colleagues within the school and externally by seeking appropriate networking opportunities.



Management of resources	• Contribute to the ordering and allocation of equipment and materials. • Assist to identify resource needs and contribute to the effective/efficient use of physical resources. • Manage, prepare and deliver practical lessons within Maths. • Ensure appropriate risk assessments are carried out for class activities.
Management Information	• Maintain appropriate records and provide accurate and up-to date information for SIMS. Registers, progress etc. • Complete relevant documentation to assist in tracking students' progress and behaviour and use information to inform planning and teaching. • Provide appropriate analysis of student outcomes for subject leads, senior leaders and management committee members as required.
Communications	• Follow agreed policies for communication. • Communicate effectively with the parents of students as required. • Communicate with external agencies as required.
Marketing and Liaison	• Take part in liaison events with partner agencies and the local community • Contribute to the development of effective subject links with external agencies.
Pastoral	• Be a form tutor to an assigned group of students. • Promote the progress and general well-being of individual students and the tutor group as a whole. • Evaluate and monitor the progress of students and keep up-to-date record as required. • Contribute to the preparation of action plans, progress files and other reports. • Alert the appropriate staff to problems experienced by students and make recommendations as to how these may be resolved. • Apply the behaviour for learning and management systems so that effective learning can take place.
Teaching	• Ensure schemes of work are properly planned and delivered. • Teach students according to their educational needs, including setting and marking work to be carried out by the student in school and elsewhere. • Use a variety of delivery methods which will stimulate learning appropriate to the students' needs and syllabus requirements. • Use data effectively to set ambitious targets for progress and identify students who are underachieving in the subject and create plans to address areas for development.



	• Mark, grade and give written, verbal and diagnostic feedback as required. • Ensure a high quality learning experience that meets internal and external quality standards. • Assess, record and report on attendance, progress and attainment of students and keep records as required. • Prepare and update subject materials • Undertake assessments of students as required by examination bodies, departmental and School procedures. • Use the subjects taught to help prepare students for the opportunities, responsibilities and experiences of adult life.
<u>Other duties</u>	• Comply with the school's health and safety and safeguarding policies and undertake risk assessments as required. • Undertake any other duties as specified within the School Teachers Pay and Conditions (STPC)

Person Specification

JOB TITLE: Head of Maths

Directorate: Children's Services

Department: Lionheart School

Grade Teacher – QTS Main Pay Scale plus SEN point TLR to be negotiated.

PREPARED BY: Cindy Gosnell

DATE: Jan 2026

E = ESSENTIAL		SOURCE OF EVIDENCE - APPLICATION = A	
D = DESIRABLE		INTERVIEW I	
E	1. EXPERIENCE, direct work experience, other relevant experience.	A/I	
	An effective classroom practitioner with the potential to become outstanding.		
	E	Able to inspire and support young people who have a range of social and emotional needs	A/I
E	Experience of teaching science to 11-16 year olds	A/I	
E	2. KNOWLEDGE, without which the job cannot be done effectively.	A/I	
	Knowledge of how to make learning/lessons engaging for students of differing abilities and needs.		



E	Knowledge of safeguarding practices and procedures	A/I
E	Knowledge of health and safety practice in science	A/I
D	Knowledge of data protection	A/I
	3. SKILLS & ABILITIES, Essential/Capable of doing, Desirable/Able to train.	
E	Excellent interpersonal skills and effective communicator with students and parents.	
E	Well organised, efficient, committed and able to follow clear direction.	A/I
E	Ability to manage conflict and achieve positive outcomes.	A/I
E	Excellent numeracy / literacy and IT skills	A/I
E	Able to use data effectively to assess prior attainment, track progress and set student targets.	A/I
D	Able to use SIMS system	A/I
	4. QUALIFICATIONS, TRAINING & EDUCATION, also identify training to be given.	
E	GCSE grade C or above in English and Maths or equivalent	A/I
E	A Level - Maths	A/I
D	QTS	
D	Safeguarding training	A/I
	5. PERSONALITY, SOCIAL SKILLS, Relationships, thinking style, disposition.	A/I
E	Ability to relate well with children and adults and willingness to be part of the 'whole' school	
E	A strong, demonstrable commitment to the academic, personal social and emotional development of students.	
E	Enjoy contributing to children achieving their potential	A/I
E	Ability to be flexible and positive, dedicated and trustworthy	I
E	Have a sense of humour, and an enthusiastic and optimistic approach	A/I
	6. OTHER FACTORS, Physical, Mobility, Availability, Conditions, etc.	
D	Minibus driver	A/I
	CONTRA INDICATIONS, if any	A/I

