



Job Description

Maths Teacher

Full Time Salary: £28,000 to £40,000

Location: Croydon

Reporting to: Head Teacher

Purpose: To mentor, support students in the classroom, deliver activities and supervise staff.

Mission Statement: To deliver the highest quality provision of education and support to help people thrive in their challenging environment.

Introductory

The Write Time Independent school is part of The Write Time social enterprise working with young people and adults in a variety of projects to educate and develop their skills in order to improve life chances and opportunities.

As an exceptional teacher, you will work within a small specialist team that are qualified to work in a therapeutic setting. Classes consist of a mixture of year groups tailored to needs and academic ability. You will be expected to work effectively with both teaching and support staff at all levels as well as with parents/carers, students, and external agencies. Training in school systems and practices will be provided. This teaching role will give the successful candidate an excellent opportunity to work closely with students in a small classroom setting (approximately 10 students per class within Key stages 3 and 4). From September 2022, teaching duties will also include a small specialist KS5 Provision.

Job Description: Class Teacher

Relationships: Liaison with the teaching and non-teaching staff of the school, Governors, Parents, Children, Advisers and other Professionals

- Take responsibility for a class of children determined on an annual basis by the Headteacher and in accordance with the duties listed below
- To carry out the professional duties covered by the latest School Teachers' Pay and Conditions Document. The postholder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code of the General Teaching Council for England.
- Teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;
- Maintain the positive ethos and core values of the school, both inside and outside the classroom;
- Promote the school's ethos that 'We Care, Value and Challenge Everyone, Everyday' to ensure Inclusion, Independence and Self Worth for ALL.
- Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;

As a Class Teacher:

The Class Teacher will:

- Implement agreed school policies and guidelines;
- Support initiatives decided by the Headteacher and staff;
- Plan appropriately to meet the needs of all pupils, through differentiation of tasks;
- Be able to set clear targets, based on prior attainment, for pupils' learning;
- Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;
- Keep appropriate and efficient records, integrating formative and summative assessment into planning;
- Work with school leaders to track the progress of individual children and intervene where pupils are not making progress;
- Report to parents on the development, progress and attainment of pupils;
- Promote the school's code of conduct amongst pupils, in accordance with the school's behaviour policy;
- Participate in meetings which relate to the school's management, curriculum, administration or organisation;
- Communicate and co-operate with specialists from outside agencies;
- Make effective use of ICT to enhance learning and teaching
- Lead, organise and direct support staff within the classroom;
- Participate in the performance management system for the appraisal of their own performance, or that of other teachers

Person Specification - The Write Time Independent School

Post Title: Maths Teacher

	Essential	Desirable
Qualifications		
Educated to degree level		
Qualified teacher status either in the UK or if not in own country combined with a desire to achieve Maths QTS		
Experience		
Will have had some experience of teaching in an environment through trainee placements or FT employment pupils with additional needs or SEND		
Professional Knowledge and Understanding		
Must have a sound knowledge of the National Curriculum for all the subjects for Key Stage 3, 4 and 5 in Creative Arts and Technology		
A sound knowledge and understanding of the National Curriculum		
An understanding of the National Literacy and Numeracy Strategies as well as the SEND Strategy		
An understanding of curriculum and pedagogical issues relating to learning, teaching and assessment		
Familiarity with Standardised Attainment and Diagnostic Tests		
Understanding of and commitment to the school policies, in particular: <ul style="list-style-type: none"> • Keeping Children Safe In Education (KCSIE) – Safeguarding and Child Protection Policy • Participation and implementation of the School Behaviour Policy • Teaching, Learning and Assessment Policy • Marking and Feedback Policy • Awareness of Health and Safety implementation in the work place • Implementation of the school Equal Opportunities Policy 		
Knowledge of effective strategies to include, and meet the needs of, all pupils in particular underachieving groups of pupils, pupils with FSM, PP & SEN		

Familiarity with writing and delivering effective Individual Education Plans for pupils with SEN		
Professional Skills and Abilities		
A teacher with sound ICT knowledge and skills relating to the class teaching, able to demonstrate the effective use of ICT to enhance the learning and teaching		
Must be able to plan lessons for all the pupils in a class, setting clear learning intentions and differentiated tasks		
Must be able to keep records of pupil progress in line with school policy		
Must be able to use assessments of pupils learning to inform future planning and specific intervention		
Ability to plan and work collaboratively with colleagues		
Personal Qualities		
Must be willing and enjoy engaging parents in order to encourage their close involvement in the education of their children		
A teacher with a flexible approach to work who enjoys being a good team member		
Must have good communication skills both orally and in writing		
Must be able to manage own workload effectively		
Good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships		
Willingness to share expertise, skills and knowledge and ability to encourage others to follow suit		
To practice equal opportunities in all aspects of the role and around the work place in line with policy		
To maintain a personal commitment to professional development linked to the competencies necessary to deliver the requirements of this post		

Notes:

This job description may be amended at any time in consultation with the postholder.