



States of
Guernsey

EDUCATION SERVICES

LES VOIES SCHOOL

TEACHER OF MATHS

**MAIN PROFESSIONAL GRADE/UPPER PROFESSIONAL GRADE
+ SPECIAL SCHOOLS ALLOWANCE**

JOB DESCRIPTION

AIMS AND PURPOSE OF THE JOB:

1. The aim is to ensure that as a school the needs of students with SEBD are met and they have opportunities commensurate with their peers.
2. Applicants should have an understanding of strategies and systems which promote successful learning and positive behaviour. They should have a strong empathy with children and young people and a desire to meet their needs.
3. Applicants should be confident in the use of target setting, monitoring and assessment procedures that are an integral part of a professional approach to behaviour management. An understanding and awareness of personal and social skills work is also desirable.
4. The organisational arrangement for teaching may vary but will generally be in small group settings supported by a Teaching Assistant. All teachers are required to undertake the role of pastoral tutor for a group of named students.

TEACHING AND LEARNING:

1. to plan, prepare and teach courses and develop schemes of work for Maths in accordance with the school policy;
2. to implement the Bailiwick of Guernsey Curriculum Statement which is based on the National Curriculum (England);
3. to teach at KS3 and KS4 up to GCSE; to fully prepare students for external examinations; to contribute to the development, implementation and review of policies and schemes of work; to monitor and assess the achievement of students, and to record and report the

development, progress and attainment of students in accordance with the school's assessment policies and in line with the principles of Assessment for Learning;

4. to make use of appropriate technology to enhance teaching and learning and for the purposes of management;
5. to be a tutor to an assigned group of students and to carry out the associated academic and pastoral responsibilities;
6. to implement the SEN Code of Practice;
7. to make effective use of teaching assistants or other adults in the classroom
8. to participate in the performance management process;

PROFESSIONAL LEARNING AND DEVELOPMENT:

1. To participate in the performance management process.
2. To be a reflective practitioner, evaluating and improving own practice in order to take teaching and learning forward.
3. To contribute to school development by sharing professional learning, expertise and skills with others, and participating in collaborative learning opportunities.
1. To be well informed of both local and national developments and participate in cross-phase working throughout the Bailiwick.
4. To take full advantage of any relevant training and development available and undertake any necessary professional development as identified in the school Development Plan and the performance management process.
5. To take responsibility for personal professional development, keeping up-to-date with research and developments in pedagogic theories and changes in curriculum to inform and extend professional practice to secure improvements in teaching and learning.

KEY AREAS OF RESPONSIBILITY:

1. To be responsible for Maths across the school
2. To develop a maths curriculum appropriate to an SEBD school
3. In conjunction with the line manager, take responsibility for personal professional development, keeping up to date with research and developments in teaching pedagogy and changes in the curriculum, which should lead to improvements in teaching and learning;
4. To take full advantage of any relevant training and development available and undertake any necessary professional development as identified in the School Improvement Plan and the performance management process;

5. To contribute to departmental/school development by sharing professional learning, expertise and skills with others in the team;
6. To be a reflective practitioner, evaluating and improving your own practice in order to take teaching and learning forward.

ADMINISTRATION:

1. To implement the School's assessment, recording and reporting procedures;
2. To keep an accurate register of students in accordance with the School's policy;
3. To fulfil supervisory duties;
4. To participate in appropriate meetings with colleagues and parents.
5. Where appropriate, taking responsibility for the maintenance of an accurate register of the students' attendance at School.
6. Taking a reasonable share of the supervision of students on the School premises whether before, during or after School sessions.
7. Planning and preparing appropriate courses and lessons.
8. Teaching, according to their educational needs, the students assigned to them, including the setting and, as appropriate, the reviewing of students' work.
9. Assess record and report on the development, progress and attainment of students according to the normal practice of the school.
10. Participating as appropriate in the School's arrangements for students taking public examinations.

HEALTH, SAFETY AND WELFARE:

1. To comply with procedures on all matters concerning child protection, health, safety and welfare, confidentiality and data protection in accordance with the States of Guernsey's policies and procedures, and to report all concerns to an appropriate person
2. To take responsibility for personal health, safety and welfare and that of others who may be affected by your actions or inactions
3. To commit to uphold the environmental policies and aspirations for sustainable learning provision.

RELATIONSHIPS:

The successful candidate will have the ability to build excellent relationships with school staff, parents and professionals from other agencies, have high expectations of students, and have

resilience in managing the significant demands of working with the most challenging students in our schools.

RESPONSIBLE TO:

The Headteacher

KEY CRITERIA:

1. A suitable teaching qualification.
2. Substantial experience of working with children who have presented with social, emotional and behavioural difficulties (which may include that undertaken in a voluntary capacity) and a willingness to work with students of all ages and abilities.
3. Experience, understanding and skills relevant to the specific responsibilities of the post.
4. Experience and evidence of delivering excellent outcomes for all learners.
5. An ability to demonstrate recent effective strategies to achieve high quality teaching and learning.
6. The ability to work as part of a team.
7. Effective communication skills to a wide range of people (staff, parents, students).
8. Effective organisational and classroom management skills.
9. Ability to make effective use of ICT to enhance teaching and learning

This job description may be reviewed and subsequently amended or modified in negotiation with the post holder and should be read in conjunction with the Conditions of Service.