**Mathematics Teacher Job Description**

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| **Role:** | Mathematics Teacher |
| **Job Purpose:** | **To ensure high standards of teaching and learning of mathematics are delivered as set out in the curriculum in accordance to departmental and school policy.** |
| **Accountable to:** | The Headmistress via the designated line manager (Head of Mathematics). *“The job holder’s responsibility for promoting and safeguarding the welfare of children and young person’s for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the relevant Cognita Safeguarding; Child Protection Policy and Procedures at all times. If in the course of carrying out the duties of the role, the job holder identifies any instance that a child is suffering or likely to suffer significant harm either at school or at home, s/he must report any concerns to the School’s Child Protection Officer/Designated Safeguarding Lead or to the Head or indeed to the Regional CEO so that a referral can be made accordingly to the relevant third party services.”* |
| **Responsible for:** | The Teaching of Mathematics across Key Stages 3 and 4 (and possibly 5) |
| **Accountabilities:** | 1. **Teaching and learning**  * Promote excellence in teaching and learning to ensure all pupils develop their potential and are equipped for life beyond school, by obtaining high examination results. * Exemplify in own practice the skills of teaching and learning typified by lead professionals. * Ensure that good practice and useful resources are shared throughout the department. * Ensure that schemes of work are followed to enable the maintenance and development of high standards of teaching and learning with regard to different abilities. * Monitor pupils’ work to ensure high standards are maintained. * Keep up to date with developments in subject area and education in general. * Contribute to the broader life of the school by supporting and leading curricular and extra-curricular events such as school productions, activity days and language clubs.   **2. Extra-curricular activities**   * Actively promote interest in the subject outside the immediate physical and timetabled confines of the department.   **3. Marketing and external links, including public occasions**   * Actively promote the department within the school community to encourage pupils’ interest in the subject area. * Maintaining classroom displays and other curriculum materials to create welcoming and stimulating environment. |
| **All School staff are expected to:** | * Work towards and support the school vision and the current school objectives outlined in the School Development Plan. * Contribute to the school’s programme of extra-curricular activities. * Act as an Academic Mentor and / or Form Tutor. * Support and contribute to the school’s responsibility for safeguarding pupils. * Work within the school’s health and safety policy to ensure a safe working environment for staff, students and visitors. * Promote equality of opportunity for all pupils and staff, both current and prospective. * Maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents and colleagues. * Engage actively in the School’s performance management review process. * Adhere to policies as set out in the Staff Handbook and the Cognita Employee Handbook. * Undertake other reasonable duties related to the job purpose required from time to time. |
| **Review and Amendment** | This job description should be seen as enabling rather than restrictive and will be subject to regular review. |

April 17