



THE BAY
LEARNING TRUST

Head of Mathematics

Salary:	Negotiable There is a recruitment allowance available for an exceptional candidate.
Location:	Lancashire
Closing date:	9am Wednesday 12 February 2025
Interviews:	Wednesday 26 February 2025
Duration:	Full time permanent position
Start date:	September 2025 or earlier
Reports to:	Headteacher

The Bay Learning Trust

We aim for all of our pupils to live life in all its fullness so they can flourish spiritually, academically and personally. We serve many rich and diverse communities. Through our work, we are privileged to make a significant contribution to the education of children and young people in our local area. Our priority is to provide the very best education that we can in all our schools to give the best life chances to our pupils. Moreover, we want to develop well-rounded and considerate pupils who will contribute to their local communities and make a positive difference.

Our schools strive to work as a team and achieve more by sharing than any single school could.

Purpose of role:

To play a key role in raising standards and pupil outcomes in mathematics through highly effective strategic leadership and management.

All staff are expected to model the following values, behaviours and attitudes:

- Putting pupils first and being positive about young people
- Committing fully to the safeguarding of pupils
- Having a commitment to excellence and high standards in everything we do
- Having, and communicating, the highest expectations of young people academically and personally
- Having a commitment to social justice and equality of opportunity
- Being committed to ethical behaviour: demonstrating integrity, honesty, resilience, professionalism, kindness and humility
- Behaving in a professional manner with staff and pupils at all times, treating all members of the school community with dignity and respect
- Contributing to the overall aims of the academy by complying with and implementing school policies and by working collaboratively as part of pastoral and academic teams
- A willingness to contribute to school life beyond the curriculum.

Main duties will include:

- Ensuring a highly ambitious curriculum is effectively implemented across the department for all learners
- Monitoring and improving pupil attainment and progress
- Strategic oversight and leadership of programmes of intervention
- Providing high quality line management and support of all members of the department.

We are looking for a Head of Department who:

- Is a highly skilled and inspirational classroom practitioner who models effective pedagogical practice
- Has strategic vision and proven ability to make things happen
- Has a proven track record of raising standards and pupil outcomes
- Has the ability to lead and inspire others and work as part of a team
- Has personal qualities to motivate, support and challenge others
- Is committed to improving the life chances of all pupils.

Key accountabilities (and specific duties / responsibilities):

Individual roles and responsibilities are assigned below; however, the academy exists as an entity and to ensure effectiveness it will be crucial to understand that all areas of work and responsibility are interrelated and interdependent. Members of the school leadership will have an overarching duty to work closely with other leaders and not be independent of them.

Strategic direction

- Develop and effectively implement the curriculum intent including schemes of learning, short term plans and centralised resources
- Develop and effectively implement policies for mathematics in line with our academy's commitment to high-quality teaching and learning
- Promote the subject, its importance, and the value that it brings across the academy
- Have a good understanding of how well the subject is being delivered and the impact it has on pupil achievement
- Use quality assurance findings to feed into the academy development plan and produce an action plan for the subject
- Promote pupils' spiritual, moral, social, cultural, physical and mental development alongside British values in the teaching of the subject
- Consult pupils, parents and staff about the subject and its effectiveness, and assess the feedback against the academy's values, visions and aims
- Work with the special educational needs co-ordinator (SENCO) to ensure the curriculum matches the needs of different pupils, such as disadvantaged pupils and those with special educational needs and/or disabilities (SEND)
- Promote careers education through the subject and ensure that teaching and learning illustrates how the subject might lead to career opportunities
- Use additional staff in the subject area to ensure there is a framework for deployments and that teaching assistants are deployed effectively

- Liaise with our feeder primary schools on the transition of the subject to secondary school to ensure that progression is built into the curriculum
- Liaise with the Trust within subject groups on subject-related events, projects and activities.

Leading the curriculum

- Develop and review regularly the vision, aims and purpose for the subject area
- Oversee the planning of the curriculum content, ensuring it is well sequenced to promote pupil progress
- Ensure the planned curriculum is effectively and consistently implemented across the academy
- Make sure there is an effective system of assessment that oversees the progress of pupils to ensure the curriculum has a positive impact on pupils' learning
- Have an overarching responsibility for pupils' achievement and standards in the subject area
- Effectively quality assure the implementation of the curriculum.

Leading and managing staff

- Establish an effective team and hold regular meetings, in line with directed time, on the subject to keep staff informed on any developments or changes
- Provide support to staff regarding teaching and learning, resources, and planning in the subject area
- Monitor teaching and learning by visiting lessons, scrutinising books, and talking with pupils to assess how well the subject area is being implemented and how well it is delivered across the academy
- Provide feedback to staff based on the above observations to identify training needs and provide continuing professional development (CPD) in the subject area
- Coach and model team teaching
- Liaise effectively with exam boards to ensure that teachers understand and are familiar with the syllabuses that are being delivered
- Support teachers to make accurate assessments, manage internal and external moderation, and complete external moderation exercises
- Take responsibility for performance management for your team, appraising staff in line with the academy's appraisal policy
- Contribute to timetabling and manage setting pupils into attainment groups.

Efficient and effective deployment of resources

- Provide support with textbooks, library books and online resources in your subject area
- Create a safe, welcoming environment and take care of the classroom accommodation, ensuring classroom displays are stimulating, of high quality, and inspire curiosity in pupils
- Audit, check and manage resources to ensure they are up to date and match pupil and curriculum needs
- Prepare appropriate resources for remote learning to ensure the curriculum can be delivered to pupils learning from home if necessary.

Specific and General Duties:

- To ensure that GDPR principles are applied in all areas of work

- To work flexibly as part of the team to meet any emergencies that may arise
- Promote the safeguarding of all pupils in the academy.

It is the Academy's intention that this job description is seen as a guide to the major areas and duties for which the Head of Mathematics is accountable. However, this may change and the post holder's obligations will vary and develop. The post holder is required to perform other reasonable duties which are assigned from time to time. The job description should be seen as a guide and not as a permanent, definitive and exhaustive statement.

Safeguarding

The Bay Learning Trust is committed to the safeguarding and promotion of the welfare of all children and young people in our care. All staff have a key role and responsibility in this area and will be subject to an Enhanced Disclosure check.

Personal attributes required (based on job description)

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Qualified Teacher Status • Degree • Evidence of Continuing Professional Development 	
Relevant Experience	<p>Specific experience in leadership and management</p> <ul style="list-style-type: none"> • Experience of leading improvement initiatives • Evidence of improving outcomes. <p>Teaching Experience</p> <ul style="list-style-type: none"> • Evidence of successful teaching in the secondary sector • Involvement in extracurricular activities. 	<p>Specific experience in leadership and management</p> <ul style="list-style-type: none"> • Experience of leading and managing others • Leadership experience in a Mathematics Department • Experience of holding staff to account • Experience of developing others. <p>Teaching Experience</p> <ul style="list-style-type: none"> • Experience of teaching in more than one school.
Knowledge	<ul style="list-style-type: none"> • Expert knowledge of the National Curriculum, particularly the mathematics curriculum • Understanding of high-quality teaching and learning strategies in the subject, and the ability to model this for others and support others to improve • Awareness of local and national organisations that can provide support with delivering the subject • Knowledge of guidance and requirements around safeguarding children • Current educational issues 	<ul style="list-style-type: none"> • Strategic planning for school improvement • Experience of teaching KS5 • The White Rose Curriculum.

	<ul style="list-style-type: none"> • Knowledge and use of ICT in schools • Improving outcomes with different pupil groups: PP, SEND etc. 	
Skills	<ul style="list-style-type: none"> • Ability to build effective working relationships with staff and other stakeholders • Ability to adapt teaching to meet pupils' needs • Ability to build effective working relationships with pupils • Good IT skills • Effective communication and interpersonal skills • Ability to communicate a vision and inspire others • Lead by example, showing integrity, resilience and courage • Demonstrate personal enthusiasm and commitment to the leadership process • Manage conflict • Think creatively to anticipate and solve problems • Listen to and reflect on feedback • Develop effective teamwork. 	
Personal Qualities	<ul style="list-style-type: none"> • A commitment to achieving the best outcomes for all pupils • Uphold and promote the ethos and values of the Trust and academy • Ability to work under pressure and prioritise effectively • Maintain confidentiality at all times • Commitment to safeguarding and equality. 	

This post is subject to an enhanced DBS check. We value variety and individual differences, and aim to create a culture, environment and practices at all levels which encompass acceptance, respect and inclusion. All our colleagues are expected to demonstrate a commitment to Bay Learning Trust values.