

LINDEN LODGE SCHOOL

Job Description



STATUS

Job Title: Maths/Science Coordinator

Accountable to: Headteacher

Grade: Teacher Pay Scale + 1 SEN Point – An additional SEN point is available to applicants with the Mandatory Qualification

CONTEXT

To support the whole school commitment to outstanding teaching and learning. The teacher will be part of a multi-disciplinary team contributing to the planning, development and implementation of individual and specialist curriculum programmes for visually impaired pupils with academic ability specifically within Maths and Science.

The responsibility of the teacher will be to plan, develop, coordinate and implement individual curriculum programmes for pupils and provide a holistic education programme which safeguards children and integrates their physical, academic, social and emotional needs.

MAIN ACTIVITIES

- The range of duties of a class teacher as set out in the School Teachers Pay & Conditions document.
- Provide a broad, balanced and relevant curriculum that is modified and differentiated to meet the needs of pupils within the class group
- Evaluate outcomes for a particular class of pupils on a regular basis to ensure appropriate individual planning and delivery in relation to learning support and individual communication programmes
- Provide ongoing assessments of individual pupils through the setting of individual learning goals
- Attend regular staff and departmental meetings across the school as and when required and undertake any professional duty designated by the Headteacher
- Support whole school policy development
- Prepare and deliver comprehensive reports
- Participate in the school's Performance Management review cycle

- Collaborate with all staff to contribute effectively to the development and implementation of an agreed equal opportunities policy that promotes a positive school ethos and adheres to safeguarding policies
- Participate and support the waking day curriculum (we are a residential school) and the wider community life of the school
- Line manage TA's, HLTA's and other members of support staff working within your class.

MATHS AND SCIENCE

- Play a key role in coordinating the Maths and Science provision within the school ensuring it meets both the school and OFSTED requirements
- Create and build upon relationships with appropriate external stakeholders to ensure that the students have a varied and engaging curriculum for maths and science within the school.
- Teach and co-ordinate appropriate, subject specific lessons and inputs to prepare students to meet the requirements for a range of qualifications including GCSE and A-level.

TRAINING AND PROFESSIONAL DEVELOPMENT

- Work in partnership with other agencies to improve the care of children and young people
- Work in partnership with a range of other professionals, parents/carers to ensure continuity for all pupils
- Keep up to date on recent curriculum developments and current SEN legislation (to include implementation of the Code of Practice)
- Attend appropriate courses and relevant training
- Contribute to the development of outstanding teaching and innovation

GENERAL

- Work to school's policies and procedures, particularly in regard to equal opportunities, health and safety and confidentiality
- Demonstrate professional accountability at all times
- Practice within the professional codes of conduct
- Undertake additional duties as required by the Headteacher commensurate with the post and duties.

<i>Safeguarding</i>	Be fully aware of and understand the duties and responsibilities arising from the Children's Act and Working Together in relation to child protection and safeguarding children and young people as this applies to the worker's role within the organisation Be fully aware of the principles of safeguarding as they apply to vulnerable adults to
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	the workers role Ensure that the worker's line manager is made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding and/or child protection
<i>Leadership</i>	To work under overall supervision of the Headteacher
<i>CPD</i>	Commitment to own continued professional development and to undertake mandatory training as required
<i>Teaching and Learning</i>	To maintain a high standard of teaching at a consistent level
<i>Service and Self Review</i>	Participate in the School's Self Review of performance Review methods of effective teaching and learning
<i>Behaviour / Risk Management</i>	Work with other colleagues to ensure safety of both workers and users at all times
<i>Supporting other colleagues</i>	Work with and support other colleagues to ensure the smooth and effective running of the School
GENERAL DETAILS	
REVIEW This job description does NOT define all the duties and responsibilities commensurate with the post. As such, it will be reviewed at the end of the academic year or earlier if necessary and may be amended at any time after consultation with you.	