



Potters Green School

nurturing bright futures



Maths Subject Leader Job Description

Responsible to: The Headteacher

Responsible for: Leading Teaching and Learning in Maths

Core purpose of the Subject Leader

To provide professional leadership and management for Maths in order to secure high quality teaching, effective use of resources and improved standards of learning and achievement for all learners across KS1 and KS2.

In addition to the responsibilities of class teacher as set out in the appropriate job description and the school teachers' pay and conditions document, the Subject Leader will also undertake the following duties and responsibilities.

TEACHING, LEARNING AND STANDARDS

- To provide leadership in Maths.
- To evaluate the effectiveness of teaching and learning in Maths and progress towards meeting agreed targets across the school relentlessly focusing on the improving of teaching and learning.
- To secure, in collaboration with the SLT and ELT, high standards of teaching and learning in Maths.
- To monitor specified names groups of pupils, e.g. PP, SEND, etc.

LEADERSHIP AND CO-ORDINATION

- To assume the role of 'subject' consultant for colleagues.
- To demonstrate, by practical example if appropriate, effective ways of organising the teaching within Maths.
- To inform relevant stakeholders if/when required regarding current trends and practice in Maths.
- To assist the Headteacher in ensuring the highest possible standards and quality of learning in Maths using the school's Teaching and Learning Policy as one means to achieve this.

SUPPORTING, GUIDING AND MOTIVATING

- To inspire and motivate through passionate commitment to Maths and having excellent subject knowledge.
- To champion Maths ensuring to set high expectations in terms of visibility in and around school exemplifying achievement and attainment.
- To share good practice, up to date resources and research with all staff.
- To take an active lead in relevant school-based INSET.
- To take on responsibility for informing colleagues of appropriate INSET activities, to take part and/or encourage others when appropriate, in consultation with the Headteacher.

POLICY AND DIRECTION

- To communicate a clear vision for Maths across the school linked to the School Improvement priorities.

- To keep abreast of developments in Maths.
- To lead colleagues in formulation, review and evaluation of policy, in consultation with the Head Teacher and subject team.
- To ensure that policy reflects current national and local initiatives.
- To carry out an annual review of Maths following guidance issued.
- To maintain a Subject Leader's file demonstrating impact of leadership and an overview of maths within the school.

RESOURCING

- To identify needs and to resource, in consultation with colleagues, Maths within the limits of given budget.
- To requisition, in consultation with the Headteacher, such items necessary to ensure effective learning and teaching of Maths.
- To be responsible for checking, storing and ensuring appropriate use of related resources.

LIAISON

- To liaise, as/when necessary and reasonable, with other colleagues, LA and our own local network.

This job description is current at the date below but will be reviewed on an annual basis and following consultation with you may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.