



JOB DESCRIPTION

Title:	Cover Teacher of Mathematics
Grade:	£25.10 per hour
Responsible to:	Lead Teacher of Maths

Job Purpose

Ensure outstanding provision for students through teaching, learning and assessment, enabling able and enthusiastic students to maximise their potential. Pro-actively engage in quality assurance and provide pastoral support.

1. Main Responsibilities: Teaching, Learning and Assessment

- 1.1 Provide teaching and learning whether in the classroom or a workshop.
- 1.2 Prepare lessons.
- 1.3 Provide assessment and feedback to students in line with the school's policy.
- 1.4 Provide appropriate academic, pastoral and career support to individual students, referring them, where appropriate, to other agencies.
- 1.5 Contribute to the maintenance of an effective, efficient and professional learning environment.
- 1.6 Ensure resource material and teaching reflect best practice, contributing to the quality of provision as measured by retention, attendance, success rates, grades and value added.
- 1.7 Participate in appropriate quality assurance procedures.
- 1.8 Prepare students for a range of accreditation and assessments.

1.9 Maintain accurate student records including attendance and homework scores.

2. Additional Duties

2.1 Promote a teaching, learning and working environment that is free from discrimination and where all students and staff are encouraged to express their individuality.

2.2 Be responsible for safeguarding and promoting the welfare of students.

2.3 Promote and conduct your professional duties and responsibilities within the parameters of the School's agreed values and aims.