

Head of Maths

Applicant Information Pack September 2026



Teesside High School
Education as it should be

Head of Maths

Role	To be responsible to the Head for the management and leadership of the teaching of Maths throughout the School. To ensure the highest standards of learning, achievement and development for all students working within Maths. This will be achieved through clear and effective leadership of subject staff. To be a tutor responsible for the pastoral care and monitoring of the academic progress of a group of pupils.
Responsible for	Teachers in the Maths Department

Accountabilities

1. Teaching and Learning

- To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.
- To plan, prepare and deliver stimulating lessons that are challenging, engaging and have high expectations of all students.
- To be responsible for long, medium and short term planning that is based on the National Curriculum (England) and that maximises levels of attainment.
- To set high expectations for student's behaviour and establish a clear framework that creates an effective learning environment in accordance with the school's behaviour policy.
- To model best practice in terms of teaching, learning, marking and assessment that motivates and inspires students, equipping them with the knowledge and skills needed to achieve at the highest levels.
- To complete student's reports and data grabs by the deadlines set.
- To liaise and work with the SEND Department to ensure that the needs of each individual are being met.
- To provide a lively and stimulating environment in which teaching can occur by ensuring that rooms allocated to the department have attractive and stimulating displays;
- To arrange pupil participation in internal and external events as appropriate.
- To participate in the assessment of new students entering the School as required by the Head, including matters pertaining to Entrance and Scholarship examinations.

2. Leadership and Management

- To monitor the quality of teaching and learning within the department, thus securing a consistency of commitment to the highest standards and that appropriate legislative requirements are met.
- Responsibility for assessment, recording and reporting within the department, ensuring that formative, diagnostic and summative processes meet the needs of the students, parents and national requirement and are integral to the teaching and learning process.
- To share responsibility for the training and development of colleagues within the department, paying due regard to the School's Equal Opportunities Policy and including the induction of newly qualified teachers, acting when appropriate as Team Leader in the Performance Management procedures.
- To ensure that monitoring, evaluation and celebration are explicit in the management of the department, meeting regularly with individual members to discuss the planning, implementation and review of objectives.
- To establish and support full consultative procedures within the department as a two way channel of communication with Subject Leaders and to contribute positively to regular and meaningful Department leadership and team meetings.
- To liaise effectively with relevant colleagues and SLT as part of the wider management team of the School.
- To set the highest expectations of standards of achievement and behaviour, establishing and maintaining managerial systems to maximise student safety, well-being and development.



- To identify students with particular needs, liaising with appropriate colleagues and outside agencies to ensure that individual student needs are met.
- To have oversight of the work and behaviour of all students in the department, acting as the first point of referral in matters of academic progress, care and discipline in relation to the learning situation.
- To co-ordinate the preparation of Oxbridge candidates, if relevant, in the subject areas covered by the department, after discussion and in consultation with the individual Heads of other departments if necessary.
- To ensure that curriculum trips are organised as appropriate and that these are arranged in accordance with School policy on offsite trips.
- To Produce the departmental contribution to the Strategic Development Plan and to evaluate it annually.
- To co-ordinate and oversee the development and direction of the Maths curriculum, ensuring it is evaluated annually or more frequently if required and that any action points are followed through.

Pastoral System

- To monitor student attendance together with students' progress and performance in relation to targets set for each individual within the department; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.
- To act as a Form Tutor and to carry out the duties associated with that role as outlined in the generic job description.
- To contribute to PHSE, careers and enterprise education.
- To contribute to the extracurricular activity programme in school.
- To encourage and organise extended opportunities to develop awe and wonder in students.
- To ensure the Behaviour Policy is implemented in the faculty so that effective learning can take place.

Resource Management

- To manage the available resources of space, staff, money and equipment efficiently within the limits, guidelines and procedures laid down; including deploying the department budget, acting as a budget holder, requisitioning, organising and maintaining equipment and stock, and keeping appropriate records.
- To deploy all resources in ways which motivate students and encourages team membership.
- To oversee appropriate measures to ensure that all equipment and departmental areas are ready for students' use in good time.
- To support the implementation of the Health and Safety Policy and to help to ensure the safety of all staff and students within the department, and to make staff and students themselves aware of safety, and report back to the Bursar any areas of concern.

School Ethos

- To support the School's ethos and work positively and supportively in accordance with the School's plans, policies and procedures.
- To foster good relationships with all members of the School and local community including parents/carers.
- To acknowledge and act upon the necessity for personal professional development and participate in the School's scheme for Performance Management.
- To use every opportunity to act as a role model of professional conduct and presence with colleagues, students and the wider community, demonstrating high personal standards of expertise, commitment and service to the School.
- Support the school in meeting its responsibilities for assemblies, partnerships and community programs.
- Comply with the schools health and safety policy and undertake risk assessments as appropriate.
- To work with other departments, to exploit cross-curricular and cross phase links.
- To contribute to the programme of extra-curricular activities.



- To participate in appropriate supervisory duties shared by all members of staff.
- To attend all relevant Staff Meetings, Open Days and INSET days.
- To attend all Parent/Staff Meetings or other meetings about students as required by the Head.
- To attend all major School events as required by the Head.

Maths Department

The Maths department consists of a team of 3 highly qualified and committed members of staff.

The Aims of the Maths Department is to:

- To give all pupils a thorough and sound mathematical education, enabling each individual to achieve their full potential.
- To enable pupils to appreciate the usefulness, power, enjoyment and necessity of Mathematics.
- To stimulate the pupils' curiosity, interest and enjoyment in Maths.
- To encourage pupils to develop informed opinions and to be able to support them using reasoned arguments.
- To encourage pupils to develop collaborative approaches to learning.
- To encourage pupils to become independent learners.
- To promote the opportunities of STEM related degree courses and careers.

Maths in Year 7, 8 and 9

- Pupils have 8 double lessons per fortnight.
- Each double lesson lasts 55 minutes.
- There is an emphasis on numerical methods and mental maths.

Maths in Years 10 and 11

- Pupils have 8 double lessons per fortnight
- Pupils sit the Edexcel GCSE
- Our highest ability students also have the opportunity to study AQA L2 Further Maths

Sixth Form Maths (Years 12 and 13)

A Level Maths is a popular subject choice every year with entrance requirements of grade 76 and above at GCSE. Pupils sit the Edexcel A Level course. We also offer Further Maths A Level but demand for this is not as consistent. Many pupils continue onto Maths based courses at university.



Person Specification

Knowledge and Qualifications

Qualified teacher status	Essential
Degree in Maths (or a Maths based subject)	Essential
Understanding of curriculum provision and developments	Essential
Knowledge of school accountability measures	Essential
Understanding of school-based performance management and appraisal	Desirable
Excellent subject knowledge	Essential
Ability to deliver Maths at GCSE and A-Level	Essential
Ability to deliver Further Maths at GCSE and A-Level	Desirable
Further professional qualifications	Desirable

Abilities and Experience

Proven classroom teacher experience in a secondary school	Essential
Proven record of impact as a leader	Essential
Effective positive behaviour management	Essential
The ability to track and monitor student progress and use the information to inform teaching and learning	Essential
Knowledge of AfL and active learning techniques, with the ability to implement them through the taught curriculum	Essential
Effective user of ICT to promote learning	Essential
Experience leading projects or initiatives	Desirable
Experience leading a group or team	Desirable
A proven track record of impact beyond your own classroom	Desirable
A willingness to develop and contribute to extra-curricular activities	Essential
A willingness to commit and contribute to the wider life of the school	Essential

Personal Qualities

Communication skills (both orally and in writing) – expressing points clearly, understanding others' views and responding in a manner appropriate to the situation	Essential
Decision making skills – the ability to investigate, solve problems and make decisions	Essential
Strong leadership qualities	Essential
Personal impact, self-confidence and presence	Essential
Energy, determination and perseverance	Essential
Enthusiasm and commitment	Essential
Reliability and integrity	Essential
Sense of humour	Essential



The Application Process

For application forms and further details please contact the School on 01642 782095 or via recruitment@teessidehigh.co.uk

The closing date for applications is Monday 12 October at 9.00am, with interviews scheduled to take place Thursday 15 October.

If you wish to apply for this role, use your application letter to explain why you are interested in this and how you would fulfil the role required. Please also complete and return the school's application form, (including the names and contact details for two referees), and the Equal Opportunities form. We cannot accept applications without these. You may wish to include a supplementary CV, but this is not compulsory.

Completed application and equal opportunities forms should be returned with a covering letter and CV to recruitment@teessidehigh.co.uk

Safeguarding Policy

Teesside High School has a responsibility to protect and safeguard children and young adults. A copy of our Safeguarding Policy is attached as an essential part of our recruitment for this post. We ask that you are familiar with the essential messages in this document if you are called for interview. The School will refer to the Department for Education document, 'Keeping Children Safe in Education' and any amended version in carrying out the necessary required DBS checks.

