



# Hanson

EST. 1897



Director of Maths & Numeracy

Recruitment Information Pack

## **RECRUITMENT PACK CONTENTS**

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## Vision, Mission and Ethos

**Vision:** To be Bradford's premier secondary school by offering excellence in the classroom, on the sporting field, in the arts and beyond.

**Mission:** Enabling all students to achieve their full potential today and empowering them to become responsible citizens and leaders of tomorrow.

### What is our Ethos?

- Hanson is renowned for its moral purpose and its unshakeable belief that all can succeed, whatever their circumstances or background, when given a positive climate where support, encouragement and confidence building predominates, backed by high quality teaching and learning.
- Hanson is committed to supporting the development of children, young adults and staff, at ease with themselves and each other, with the knowledge and skills to thrive in the midst of exponential change.
- Hanson aims to achieve high level success through nurturing the adaptability of our staff and students, their passion and ability to work in partnership and sparking each other to be creative and innovative.

### Our Principles:

- excellent leadership;
  - high standards of professional effectiveness;
  - a relentless focus on improvement;
  - very high standards of behaviour;
  - a constant focus on teaching, learning and innovation;
  - risk taking and succession planning;
  - working hard and having fun.
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- We follow Local Authority admissions criteria and believe that local children should attend local schools, we are not selective and we are fully inclusive.
  - We provide outstanding personalised professional development and training combined with an extensive range of career development opportunities, every colleague feels valued and appreciated.

## Introduction to Hanson

Dear Candidate

Thank you for your interest in the post of Director of Mathematics & Numeracy at Hanson School. Hanson serves the population of North Bradford incorporating the communities of Eccleshill, Idle, Wrose, Bolton Woods and Undercliffe, and provides access to all day learning opportunities for families.

Hanson is a larger than average 11 to 19 mixed comprehensive school with a good reputation in the City of Bradford. We have 1600 students on roll including 290 in the sixth form.

We are committed to ensuring that talent is nurtured in a safe, orderly and stimulating learning environment. We believe that every child does matter and that by becoming fully involved in their learning, they will get the most out of their time with us and that their learning experiences will be both enjoyable and successful. We are immensely proud of the achievements of all our students and enjoy celebrating them as a school community.

There is a huge emphasis on high academic and personal achievement. We are committed to raising standards of achievement for all pupils and provide extra support for students throughout the educational spectrum. Hanson is a happy and supportive school which offers a range of educational, social and cultural opportunities to all its young people.

Hanson School is served by new buildings. We have state of the art Sports facilities, practical Science and Technology rooms, modern Media and Creative Arts suites and a variety of learning bases. All of these rooms are served by an innovative ICT solution, with over 1,500 pieces of computer equipment.

The School is especially proud of our on site Additional Resource Centre (ARC) in which students with additional needs can be supported using up to date specialist equipment and resources. The ARC supports Visually Impaired (VI) and Hearing Impaired (HI) students at the school by providing a personalised programme that includes learning in mainstream lessons and alternative specialised provision.

Hanson also hosts the Goals sports complex (one dance studio, ten floodlit astro turf courts and a full size floodlit football pitch) as well the Pulse fitness suite that students have access to. The school has an impressive range of extra curricular, cultural and sporting opportunities for our pupils.

We want all the students at Hanson to grow into confident, caring and well-educated young adults. We believe that partnerships between parents/carers and the local community are vital for success. Perhaps the best way to get a true flavour of our school is to visit and see us in action. We look forward to meeting you soon. We very much hope that after looking at the details you will decide to pursue an application to work with us.

Should it help your deliberations, please feel free to contact the school for further discussion or a visit, on 01274 776200. We look forward to receiving your application.

Yours faithfully



Mr. Richard Woods  
Head Teacher

## The Department

Are you a dynamic, energetic and committed teacher of Maths who wants to join a forward thinking organisation focused on addressing educational and social inequality in Bradford? If you are, join us at Hanson.

The Department is on an exciting journey of improving academic performance within an engaging and inclusive environment. You would become part of a dynamic team with a collegiate approach, a great sense of humour and a shared interest in encouraging the engagement and enjoyment of mathematics within all students.

Working at Hanson provides excellent job satisfaction and a variety of opportunities only available in a growing department. You can be part of a movement committed to improving educational outcomes for the children who need you the most. You will join an atmosphere of friendly support and receive the best continuing professional development opportunities set in an ethos of high expectations and social purpose.

### Staffing

Hanson Mathematics Department is a large department consisting of 18 staff (including 2 HLTAs) delivering across the full age range.

### Resources

We are able to utilise the full benefits of a multi million pound building that we moved into in 2014. The department is well resourced with a wealth of opportunities to incorporate the use of ICT. There are 15 dedicated Mathematics classrooms all with interactive whiteboards. There is a wide range of practical resources for use in the classroom environment and the faculty is now developing further teaching methods to allow students to learn collaboratively using independent enquiry skills.

### Curriculum

All students are taught Mathematics in ability sets across two bands. At KS4 students are entered for Edexcel GCSE examinations. At KS5 we offer both A Level Mathematics and A Level Further Mathematics. Students take part in a number of Mathematical competitions and challenges. Teachers are available every lunch time and most evenings to help students with their work. After school revision classes are also timetabled for all Year 11 students in the spring and summer terms.

### Community

The Mathematics Faculty has established links with our main partner primary schools through the provision of activities for students and INSET opportunities for teachers. The faculty have excellent links with Higher Education establishments in the area, encouraging a good proportion of students to opt for Mathematics and related subjects post 16. As part of STEM activities the faculty has benefitted from various visits to and from local universities. Students enjoy their Maths lessons and are aware of its importance to their education and also the wider role Maths plays on leaving secondary education.

# Job Description & Person Specification

## Director of Maths & Numeracy

## Job Description

### JOB DESCRIPTION

<b>Job Title:</b>	<b>Director of Mathematics (with Numeracy)</b>
<b>Salary:</b>	L8-12
<b>Hours of work:</b>	Full-Time
<b>Department:</b>	Mathematics
<b>Location:</b>	Hanson School
<b>Responsible to:</b>	Deputy Head
<b>Responsible for:</b>	The delivery of the Mathematics programme for KS3, 4, 5

#### Job Purpose

- To raise standards of student attainment and achievement within the whole Subject area and to effectively monitor and support student progress.
- To be accountable for student progress and development within the Subject area.
- To be accountable for leading, managing and developing the Subject area.
- To develop and enhance the teaching practice of others.
- To effectively manage and deploy teaching, support staff, financial and physical resources within the Subject area.
- To ensure the provision of an appropriately broad, balanced, relevant and differentiated curriculum for students studying Mathematics and numeracy, in accordance with the aims of the school and the curricular policies determined by the Governing Body and Head teacher of the school.

All teachers appointed to Hanson are expected to contribute fully to the co-curricular and pastoral life of the School. As a member of the Mathematics Leadership Team this will include evenings and possibly Saturday duties. In addition to the core job purpose and main duties and responsibilities of a teacher, as outlined in the attached Teacher job description, the Director will:

- Contribute to whole School policy-making and strategic planning as required by the Head.
- Prepare, monitor and update subject plans in consultation with colleagues.
- Take the lead in ensuring that school policies and strategies are embedded in schemes of work and team plans to support the schools improvement.

#### Main Duties and Responsibilities:

##### Leadership & Management of others

- Manage day to day requirements such as examination entry and team timetables, delegating as appropriate, to ensure the efficiency of the team.
- Empower members of the team to develop their leadership potential to ensure continuous improvement within the team.
- Chair department meetings to ensure that they are used effectively to review performance, progress, monitor actions, implement strategies and provide professional development opportunities.

- Ensure that members of the team meet regularly to moderate assessments in order to enhance their knowledge and understanding of assessment criteria.
- Ensure that all members of the team regularly record students' progress and track progress towards end of year targets.
- Ensure that formal assessments are undertaken in accordance with the school's policy and recorded appropriately.
- Ensure that members of the team provide progress information to year teams in advance of termly progress reviews.

### **Leadership and Management of Teaching and Learning**

- Promote excellence in teaching and learning to ensure all students develop their potential and are equipped for life beyond Hanson.
- Exemplify in own practice the outstanding skills of teaching and learning typified by lead professionals and ensure that good practice is shared throughout the team.
- Ensure that schemes of work are used, reviewed and modified to enable the maintenance and development of high standards of teaching and learning and where appropriate delegate tasks to other members of the team.
- Ensure that marking, feedback and assessment is completed regularly and in accordance with the schools policy to impact positively on student progress.
- Monitor students' work and the classroom practice of those in the team to ensure high standards are maintained.
- Keep up to date with developments in subject areas and education in general to ensure that best practice is adopted within the team.
- Ensure the team's delivery and development of the curriculum is effective in meeting the needs of all students.
- Ensure that where appropriate lessons contribute to students' spiritual, moral, social and cultural development.
- Ensure that policies, syllabuses and schemes of work are fit for purpose and meet the requirements of external examinations. Where appropriate, delegate responsibility for the review and revision of a subject to members of the team directly involved in teaching the subject.
- Contribute to the broader life of the school by planning, supporting and leading curricular and co-curricular events, such as concerts, plays or activities.
- As the result of monitoring activities and consultation with members of the team produce the department improvement plan for inclusion in the school's improvement plan.
- Implement the plan and provide or arrange support for colleagues to ensure that the objectives of the plan are met.
- Complete regular appraisals of staff and support their professional development in accordance with school policy.

### **Leadership and Management of teaching support staff and teachers who support SEN and EAL**

- Meet regularly with the teaching support team, the Senco and the ARC leaders to discuss the progress of targeted students including numeracy catch up students.
- Ensure the correct provision and intervention is being made for underachieving students who have been identified in the most recent round of progress reviews.
- Contribute to the monitoring of teaching support as required by the Deputy Head.
- Complete regular appraisals of support staff within the department (where appropriate) and support their professional development in accordance with school policy.

## **Leadership and Management of Students' Attainment and Progress**

**Work with the Deputy Head and Assistant Head Teacher (D&C) to ensure that teachers' use assessment for learning effectively so that:**

- Lessons are pitched appropriately and the planning indicates that the activities provided for students are differentiated appropriately so that all students make progress in lessons.
- All students are set end of year targets and incremental targets for each term to help them make good progress.
- Students are given the opportunity to assess their own progress against their targets.
- Teachers' feedback and marking refer to targets and indicate what students need to do to improve their work. Regular tracking should inform planning and feedback should be personalised.

### **Co-curricular activities**

- Lead and develop the numeracy enrichment programme and contribute to a wide variety of Maths and Numeracy clubs for pupils which could take place before, during and after school and, as required, at weekends and during holidays.
- Actively promote interest in the subject outside the immediate physical and timetabled confines of the college through organising educational visits and field trips.
- Work closely with the Deputy Head and other colleagues as appropriate, to coordinate the highest quality Mathematics teaching possible for the School.
- Maintain strong and mutually beneficial links with other schools.
- Ensure the health & safety and good behaviour of pupils at all times.

### **Reporting and Documentation**

- Contribute and prepare accordingly for inspections, Governors meetings and Departmental reviews.
- Prepare, monitor and update core departmental plans in consultation with the Maths Department and Deputy Head as required.
- Contribute appropriately to curricular and co-curricular reports for pupils.
- Assign attainment grades, and write bespoke comments where appropriate.
- Oversee and prepare schemes of work for Mathematics and related subjects with colleagues.

### **Marketing and external links, including public occasions:**

- Actively promote the team within the school community to encourage students' interest in the subject area.
- Contribute to the positive promotion and marketing of the school.
- Ensure that you lead the team's contribution to marketing events, recruitment and external links.

### **Management of resources:**

- Monitor and control the team's allocated budget and purchasing arrangements, to ensure the efficient and effective use of all resources.

- Monitor and control the team's allocated budget for numeracy catch up funding and purchasing arrangements, to ensure the efficient and effective use of all resources for targeted cohort.
- Identify future resourcing needs and aspirations for the team for consideration in the school budget planning process.
- Ensure that all resources are fit for purpose and used in accordance with health and safety guidelines.

**Training & Development of self and others:**

- As a lead professional ensure you set personal targets for yourself and others and take responsibility for own continuous professional development.
- Be proactive in identifying training needs within the team, ensuring that they are appropriately met, and that all members of the team are active in their own personal and continuous professional development.

***Hanson School is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are therefore expected to behave in such a way that supports this commitment.***

The above duties are not exhaustive and the post holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Headteacher and/or line managers. This job description may be reviewed annually and it may be modified or amended at any time during the year after consultation with the post holder.

## Person Specification

### Director of Mathematics (with Numeracy)

	Ess	Des	MOA
<b>KNOWLEDGE/QUALIFICATIONS</b>			
Graduate with qualified teacher status	*		A/C
Knowledge of KS2 curriculum		*	A/I
An awareness of current issues in maths education	*		A/I
Knowledge of national curriculum requirements at KS3	*		A/I
Knowledge of courses and requirements at KS4 and KS5	*		A/I
Understanding of use of data to assess and inform teaching and learning	*		I
Experience of exam board maths marking		*	A/I
Degree (or equivalent)	*		A/I/C
Further qualifications e.g. Masters, PHD		*	A/I/C
<b>EXPERIENCE</b>			
Experience of leading, developing and enhancing the teaching practice of other staff		*	A/R
Experience of teaching A level maths	*		A/I
An excellent classroom practitioner that can model best practise	*		I/R
Relevant management experience of teams, Maths and numeracy	*		A/I
Teach intervention groups at KS3 and KS4	*		A/I
Evidence of effective budget management	*		A/I
<b>SKILLS</b>			
Excellent classroom practitioner	*		A/I/R
Good organisational and personal management skills	*		A/I
Effective planning and teaching	*		A/I/R
Effective behaviour/classroom management	*		A/I/R
An ability to demand high standards	*		A/I/R
Ability to lead effectively	*		A/I/R
Ability to work independently and be a team player	*		A/I/R
Ability to develop and support other staff to develop a variety of teaching strategies	*		A/I/R
Ability to enthuse and direct students and staff towards raising expectations and levels of achievement	*		A/I/R
The ability to meet deadlines	*		A/I
Good ICT skills	*		A
<b>BEHAVIOUR AND OTHER RELATED CHARACTERISTICS</b>			
Flexible and committed to work across our group of partnership schools	*		A/I
Takes the initiative	*		I/R
Is self-motivated	*		I/R
Work in ways that promote equality of opportunity, participation, diversity and responsibility	*		A/I
A commitment to abide by and promote the School's Equal Opportunities, Health and Safety and Child Protection Policies	*		A/I
A commitment to the ethos and values of the School	*		A/I
To display a responsible and co-operative attitude to working towards the achievement of the School's aims and objectives	*		A/I
An ability to respect sensitive and confidential work	*		I
Commitment to own personal development and learning	*		I
The post holder will require an enhanced DBS	*		C

Key: ESS = Essential; Des = Desirable; MOA = Method of Application; A = Application; I = Interview and assessment; R = Reference; C = Certificate

## The Advert

### **Director of Maths & Numeracy**

**Full time  
Permanent**

**Salary: Leadership L8-12  
(£45,876 – 50,620)**

**To commence Easter 2018**

We are looking to appoint an experienced, committed, ambitious and dynamic Director of Maths, who will, as part of the Extended Leadership Team, play a key role in the School's journey towards excellence to start Easter 2018.

The successful candidate will be an experienced leader, an inspirational and outstanding practitioner with excellent curriculum knowledge and pedagogical practice, who has a desire to ensure the best life chances for all students. We are looking for an individual who has a proven record for delivering effective strategies to improve standards of teaching and learning in order to create an ambitious, innovative and collegiate department.

You will:

- Lead the staff within the Maths Department in delivering our vision of an outstanding, inclusive School with the highest standards of teaching, learning and pupil progress.
- Lead whole school numeracy
- Lead the provision of both Maths, numeracy across the department
- Effectively lead and manage the Maths department to promote outstanding academic progress and develop outstanding teaching.
- Have the knowledge, experience and ambition to teach across a range of ages and abilities.
- Be a highly skilled, resourceful and enthusiastic individual able to inspire and motivate students and staff.

You will be joining an ambitious and innovative organisation which is looking for imaginative practitioners to secure positive outcomes for our young people. We offer bespoke leadership and professional development opportunities and we look forward to you joining our dedicated and supportive team.

**Closing Date: Monday 19<sup>th</sup> February 2018 8:00am**

**Interviews: Friday 23<sup>rd</sup> February 2018**

**An application pack can be downloaded from**

**[www.hansonacademy.org.uk](http://www.hansonacademy.org.uk) or**

**contacting our recruitment team on**

**01274 776200**

**or e-mail**

**[recruitment@hansonacademy.org.uk](mailto:recruitment@hansonacademy.org.uk)**

The School is committed to safeguarding the welfare of its students and the successful applicant will be subject to an enhanced DBS Disclosure