



Northampton School

Nurturing Success



JOB DESCRIPTION

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Head of Department - Maths

Line Manager: INITIALS

JOB DESCRIPTION

All HoDs are expected to lead their curriculum areas to ensure that individual subjects align with our whole school intent and the following core principles:

- to provide a broad and balanced curriculum that is ambitious for every student.
- to embolden students with 'powerful knowledge' – knowledge that goes 'deeper and further' than the National Curriculum and acts as a lever for social justice so that students can compete with their peers from more privileged backgrounds and with greater cultural capital.
- to prioritise a knowledge-rich and word-rich curriculum that allows students to know more, remember more and do more, over time.
- to develop a carefully sequenced curriculum that allows students to make both explicit and implicit connections between topics and concepts.
- to create a curriculum that allow students to build increasingly complex mental models of ideas and concepts.
- to sequence the curriculum to revisit prior learning and progress towards clearly defined end points.
- to avoid the 'curse of content coverage' and prioritise depth of understanding across the curriculum to design a curriculum that inspires students' curiosity.

The role of a HoD is at the heart of our trust vision to build a 'curriculum culture'. HoDs have an extremely active role to play in shaping this culture and leading the 'curriculum conversations' with their teams. All HoDs recognise that the curriculum is never a finished artefact – it is always in the process of review, reflection, evaluation and improvement. In contributing to this culture, HoDs will be involved in the following activities:

- Prepare for and contribute to the 'curriculum conversations' that occur in every Curriculum Management meeting across the year.
- Utilise membership to the 'Curriculum Thinkers' community to support the CPD of you and your team – adopting the best practice from other subject leaders and sharing your own expertise with a wider community.
- Engage with wider reading and CPD to create a common language when discussing the curriculum.
- Foster a culture of ongoing reflection during curriculum team meetings and training days: deliver agendas that create time for curriculum development and the sharing of evidence-based 'best bets'.
- Produce a departmental 'Story of' for your subject and work collaboratively with the team to outline a shared approach to curriculum vision, intent, and implementation.
- Engage in an ongoing process of curriculum evaluation – detailing the rationale for your departmental approach.
- Actively involve teams in agreeing the 'fundamentals' for curriculum implementation – the pedagogical-content knowledge that is right for your subject and students.
- Review curriculum end points – identifying the explicit knowledge and skills that students need to 'master' within and across the curriculum. These are then used to ensure that the curriculum allows



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Nurturing Success



students to systematically revisit and retrieve these ideas across the key stages.

- Write the departmental response to the whole school's Development Plan strands and be accountable for progress against these strands over the course of the academic year.

Specific responsibilities of this role:

- To ensure that academic achievement in KS3 Mathematics and KS4 Mathematics and Statistics meets whole school academic targets for all year groups: for the disadvantaged student cohort within each year group; for students with different levels of prior attainment and ability, and for students with SEND.
- To ensure that the Key Stage 3 Mathematics and the Key Stage 4 Mathematics and Statistics curriculum is suitably adapted to ensure appropriate and rigorous curriculum progression in line with the EIF and whole school priorities.
- To ensure that a rigorous and robust assessment, tracking and intervention framework is in place to support students in achieving their aspirational target grades in your subject area(s).
- To ensure that equality of opportunity and diversity are promoted within your subject.
- To ensure that all subjects are in line with the whole school 'Curriculum and Learning Policy' and the department continues to model the principles of exceptional curriculum design and implementation.
- To provide an effective contribution to the school's QA framework, Professional Development programme and Appraisal process in conjunction with the link SLT.
- To lead effective and purposeful curriculum team meetings in line with the whole school guidance on the annual QA calendar of activities and centralised agenda items.
- To plan purposeful curriculum time during whole school training days and use these opportunities to further the pedagogical and pedagogical-content knowledge of the team.
- To manage the quality of feedback in the department so that it is consistently in line with the core principles outlined in the 'Curriculum and Learning Policy'.
- To lead on the design and implementation of a departmental 'Feedback Policy' – building on the principles of the whole school policy but adapting to suit your context and your subject.
- To manage the quality of teaching and learning in the department so that it continues to deliver outstanding academic outcomes and remains evidence-informed.
- To ensure that where teachers are absent, work set for students in KS3 Mathematics and KS4 Mathematics and Statistics is of appropriate challenge and rigour.
- To ensure that students received purposeful homework tasks that are effectively sequenced as part of the curriculum – creating subject-specific approaches that help to consolidate knowledge and understanding whilst being mindful of workload for both students and staff.
- To ensure that parents are kept informed about their child's progress and how best to support them at home.
- To write the departmental response to the whole school development plan strands and to be accountable for progress against these strands over the course of the academic year.
- To ensure that the department promotes British Values and SMSC at an outstanding level and plans deliberate opportunities for students to engage with these across the curriculum.
- To ensure that students have an outstanding level of careers guidance across the whole curriculum for your subject(s) to fulfil Gatsby benchmarks, especially Benchmark 4.
- To encourage and monitor the delivery of disciplinary literacy and to promote opportunities for reading beyond the curriculum in your subject(s).
- To attend and contribute positively to Curriculum Management meetings.



Northampton School

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- To run the designated budget efficiently to promote the quality of teaching and continue to improve students' progress.
- To oversee the promotion of your subject(s) effectively on the website and to ensure the maintenance of accurate information on the school's Management Information System.
- To take responsibility for the professional development of yourself and that of the wider team – seeking out opportunities that further the expertise and experience of the department and that can help contribute to students' success.

December 2024