



Teacher of Maths - Key Stage Coordinator Application Pack

We are seeking a Teacher of Maths -
(Key Stage Coordinator) to join our
Mathematics Faculty

*Salary Range: Main/Upper Pay Ranges
Plus TLR 2b
Permanent post*

Required for start in September 2024 or sooner





New school building, opening early 2025



Sixth Form Student Leadership Team



Senior House Captains



Ofsted Rating 2024

Find out more about our school
by following our Social Media
pages, or visiting our website.

www.kes.essex.sch.uk

Facebook: [thekingedmundschool](https://www.facebook.com/thekingedmundschool)

X: [LIFE_AT_KES](https://twitter.com/LIFE_AT_KES)

Kind 🏰 Supportive 🏰 Aspirational 🏰 Inclusive 🏰 Proud

Dear Applicant,

Thank you for your interest in the role of Teacher of Maths - Key Stage Coordinator at The King Edmund School.

KES is a large, mixed comprehensive school serving a geographically and socially diverse area in South-East Essex. Many of our students travel by bus to school from outlying areas; we also take a significant minority of students from the unitary authority of Southend.

We are a school with a strong community feel. We are guided by our values and we believe these help foster a culture where everyone is encouraged and supported to achieve their Personal Best. Our students and staff treat each other with kindness and mutual respect and we celebrate diversity whilst promoting a culture of inclusivity, where every student feels seen, heard, and valued for who they are. We believe that a diverse community enriches the learning experience for everyone and prepares our students for success in a global society.

We want every student to have high aspirations; we inspire our students to dream big and strive for excellence in all areas of their lives. We are relentless in our drive to support students to achieve well academically. We regularly have students gaining places at Oxford, Cambridge or other Russell Group universities. However, our deeper passion is that all students, regardless of their ability, reach their potential. Our students leave KES ready to embrace the next chapter of their young lives, whether that be studying a degree at university when they leave our Sixth Form, or starting an apprenticeship when they leave at the end of Year 11.

We are traditional in our approach to uniform, behaviour and work, but always seek to be very supportive of students and to engage parents in these aspects of school life. Working together with parents and carers, we provide students with the right guidance, support and challenge to succeed both personally and academically.

We are proud of our students' achievements, inside and outside of school, and we encourage them to be proud of themselves and each other.

Our recent Ofsted report rates the school as 'GOOD', and reflects the quality of the school, despite the challenges we have had to face over the past few years. We have been very successful in meeting the needs of students over that period of time, however, our outcomes were affected by school closures.

In early 2025, a new two storey school building will open, featuring a new school hall, dining room, activity studio, staff offices and technology and art rooms which will make us one of the most sustainable and eco-friendly schools in the country.

The successful candidate will have opportunities to develop further and will be able to expand their skill-set for the future. As well as offering excellent development opportunities, the school offers staff benefits which include free car parking, use of the onsite gymnasium and swimming pool, as well as staff recognition schemes.

It is hard to give an accurate picture of a school in words, but I hope you are getting the sense that KES is a friendly school where we work hard to ensure students feel that they belong so that they can both enjoy and achieve.

I look forward to receiving your application.

Yours sincerely,

Jonathan Osborn
Headteacher

The Role

Teacher of Maths - Key Stage Coordinator

Salary Range: Main/Upper Pay Ranges plus TLR 2b

Permanent post

Required for start in September 2024 or sooner

We are seeking to appoint a Teacher of Maths - Key Stage Coordinator to implement and deliver a knowledge rich curriculum and support the overall progress and development of our students. You will facilitate and encourage an engaging learning experience which provides students the opportunity to achieve their full potential.

The successful applicant will demonstrate the ability to accept new ideas and a thorough commitment to student learning with evidence of high degree of subject specialism and professional development, as well as a flexible and adaptable attitude to meet the needs of the school. We want to recruit staff with the vision and determination to ensure all our students receive a first class education, and who will rise to the challenge of building on success.

Maths Faculty

The Maths faculty is a stimulating environment to work in. There is a team of 13 dedicated professionals who strive to instil confidence and enthusiasm into their students every lesson. The team is led by the Assistant Head, Gemma Kentish and Head of Faculty, Iain Williams.

We are looking to appoint a keen subject specialist to work with the Head of Faculty to lead our drive to raise attainment and achievement. We are looking for a colleague to contribute to leading the success of the department, being passionate about giving our students the best classroom experiences to enhance their learning; who has the ability to maintain and develop our high standards and to provide support, stretch, and challenge for all our learners, as well as support and leadership for staff. This post is suitable for a practitioner who is keen to enhance their experience by leading a key stage in an innovative department. The Key Stage is negotiable dependent on interests and experience.

KES is a school with strong leadership and management and one with a strong supportive staff community. The school day lends itself to a good work/life balance with the teaching day ending at 14:10. The school offers an extensive support programme, including mentor/buddy system, Initial Teacher Training support for Early Career Teachers (ECTs) or for those seeking Qualified Teacher Status (QTS / QTLS), a system of twilight training sessions, as well as excellent development opportunities. Staff benefits include free car parking, onsite gymnasium and swimming pool as well as staff recognition schemes.

If you are currently considering a career move, we would very much like to hear from you. Please visit the vacancies section of our website (<https://kes.essex.sch.uk/join-our-community/staff-vacancies>) and complete the 'Quick Apply' application form and submit a copy of your CV. We also welcome and encourage telephone calls on 01702 560906 to register an interest or to find out more about the school and the role. If you wish to find out more about the school prior to interview, we would be delighted to welcome you to KES prior to the closing date, to offer you a tour and an opportunity to get a real sense of the school first hand. To arrange a visit, please email your request to adminoffice@kes.essex.sch.uk and provide your availability, as well as a contact telephone number. As we approach Easter Half-term, if you have any questions regarding the role please email andreaatkins@kes.essex.sch.uk for additional information if required.

Early applications are welcome - Closing Date for applications is 09:00 on Monday 15 April 2024. Interviews will take place shortly following the closing date

The King Edmund School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment and undergo an enhanced DBS check as part of our Safer Recruitment & Selection Procedures.

Job Description

| | |
|--|---|
| Job Title: Key Stage Coordinator | Reports to: Head of Faculty |
| Liaison with : Other faculty staff, other teachers, educational support staff, advisors and parents. | |
| Responsible for: As Key Stage Co-ordinator, you will be expected to carry out the professional duties and responsibilities of a Class Teacher as set out in the school's Class Teacher generic job description and the School Teachers Pay & Conditions Document, as well as the following: | |
| Accountabilities | |
| <ul style="list-style-type: none"> Progress and attainment of individual students within the Key Stage area The production and deployment of resources Schemes of Work and communication of course and assessment criteria to staff Monitoring student assessment and liaison with the Head of Faculty | |
| Core Duties and Purpose | |
| <ul style="list-style-type: none"> Manage the development of SOW and associated resources that meet statutory requirements and maximise student achievement. Ensure all key stage staff are fully conversant with them. Monitor the progress, achievement and attainment of students within key stage. Ensure key stage staff are assessing students on a regular basis and are adopting the best practices of AfL. Ensure students within the key stage are set clear targets and expectations. Assist the HOF in monitoring the performance of key stage teachers through lesson observations and work sampling. Inform parents, when appropriate, about their child's learning in your key stage. Assist the HOF in the promotion of excellent behaviour of students in the key stage. Assist the HOF in developing the pedagogic skills of the teaching staff in the faculty. Assist the HOF in ensuring the quality and punctuality of key stage reports for students. | |
| Responsibilities | |
| <ul style="list-style-type: none"> Share the aims and vision of The King Edmund School and assist the SLT in achieving them. Maintain high expectations and standards of all students for which you are responsible. Act as a positive role model to students and other staff. In your professional capacity make sure that you present the interests / aims of the school at all times in a positive light. Provide stimulating lessons which are varied in the range of teaching strategies used, resources provided and suit the demand of all learners. Understand all the syllabi, SoW and examination criteria for the classes you teach. Incorporate new technologies into your delivery such as using the Interactive Whiteboard within your teaching where appropriate. Follow all policies set out by the school. If in doubt, clarify with your line manager. Keep abreast of changes in pedagogy and national strategies and engage in your own professional development. Work as a team member and ensure that you share resources and ideas within your subject area. Communicate progress with parents, carers and Directors of Faculty/Coordinators of Subject. Provide a safe and orderly environment for learning and conduct necessary risk assessments for in school or out of school activities. | <ul style="list-style-type: none"> Maintain an up-to-date planner which should include lesson plans and marks of assessments etc. Act upon constructive feedback offered by other professionals in order to strive for the highest quality of teaching. Set home learning according to the home learning policy and in line with the school home learning timetable. Keep up to date with legislation regarding safeguarding of students. Contribute to the creation and continuous development of resources and assessments within your Faculty. Maintain good order and discipline amongst students, in accordance with the school's behaviour policy. Participate in meetings which relate to the school's management, curriculum, administration or organisation. Participate in the performance management system for the appraisal of your own performance. Contribute to the life of the school through meetings, assemblies, school functions, where appropriate. Report any activity which you deem as contrary to the aims of the school to the relevant person follow the Whistle Blowing policy. Undertake any duties which may be reasonably assigned by the Headteacher. |