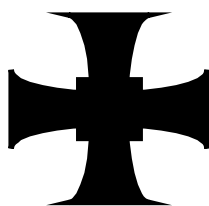


Trinity School, Carlisle



HLTA Numeracy Job description

Job Purpose:

To work within the Maths department with a particular focus on helping students in receipt of Pupil Premium with development of Numeracy.

Key Contacts:

The key people you will work with will be the Curriculum Leader for Maths, the Assistant Head for Closing the Gap and other members of our Progress Team.

Main Responsibilities:

- To evaluate existing school practice with regard to Numeracy and Pupil Premium provision and devise strategies for improvement in consultation with the Curriculum Leader for Maths;
- Plan, prepare and deliver specified work to individuals, small groups, or whole classes, modifying and adapting activities, as necessary, under the direction and supervision of a teacher;
- Assess, record, monitor and report on pupil development, progress and attainment;
- Have knowledge of and comply with all school policies and procedures including code of conduct, child protection, health and safety including risk assessments, security, confidentiality and data protection reporting any issues to a nominated person;
- Share information about pupils with other staff, parents/carers, internal and external agencies attending and contributing to meetings, reviews and IEPs and writing reports, as appropriate;
- Establish constructive relationships with students and interact with them according to individual needs;
- Set challenging and demanding expectations and promote self-esteem and independence;
- To work collaboratively with colleagues to protect and safeguard students.
- Contribute to the overall ethos of the school;
- Participate in training and other learning activities as required;
- To share expertise and skills with others;
- To undertake such other duties connected with the post as may reasonably be requested.