

MAYVILLE HIGH SCHOOL

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Subject Teacher – Senior School With Responsibility For Teaching Mathematics

We are seeking to appoint an enthusiastic and dedicated Mathematics Teacher to join our Senior School team, teaching across KS3 and KS4.

This is an exciting opportunity for a committed practitioner to deliver high-quality teaching, inspire pupils, and contribute to a supportive and ambitious department. ECTs are welcome to apply.

Salary: Dependent on experience

Contract type: full-time, permanent

Start date: September 2026

All applications reviewed on receipt

Listed below are principal, but not exhaustive, responsibilities of this post.

This job description should be read in conjunction with the School's Handbook

Teaching and Learning Responsibilities:

- To ensure that departmental requirements are met for pupils at KS3 and KS4 and that these pupils are fully prepared for KS3/4 assessments, in line with school policy.
- To participate in arrangements for preparing pupils for public examinations, assessing pupils for such examinations, recording and reporting results, and supervising examinations as required.
- To follow the Departmental scheme of work in the teaching of Mathematics, adapting teaching to suit the aptitudes and abilities of individual pupils.
- To initiate and contribute to the production and review of schemes of work as necessary.
- To be mindful of the individual needs of pupils with SEND and differentiate teaching accordingly.
- To plan lessons and teach according to the needs of individual pupils.
- To set and mark work in accordance with the school's assessment and marking policy.
- To assess, record and report on the development, progress and attainment of pupils, using assessment to promote learning.
- To report concerns regarding pupil progress to the Head of Department or Director of Studies as appropriate.
- To communicate pupil progress to parents through parents' evenings (online and in person) and written reports.

Pastoral and Professional Responsibilities

- To participate in staff meetings and contribute to the development and implementation of school policies and procedures, including curriculum and pastoral care.
- To maintain discipline and promote positive behaviour for learning in line with school policies.
- To assist in the smooth running of the school by covering lessons for absent staff where required.
- To support the activities of the assigned House.
- To attend school functions as reasonably requested by the Headteacher.
- To update personal and departmental performance trackers.
- To participate in the school's appraisal programme and engage in continuous professional development.
- To undertake break and lunch duties as required.
- To provide extracurricular support such as clubs, revision sessions, or enrichment activities.
- To organise and maintain displays of pupils' work and exemplar materials.
- To attend staff training as required.
- To complete any reasonable task requested by the Headteacher, Deputy Head, or Director of Studies.

Health, Safety and Safeguarding Responsibilities

- To safeguard and promote the welfare of children and young people, in accordance with the school's safeguarding and child protection policies.
- To be fully aware of and comply with statutory guidance, including Keeping Children Safe in Education (KCSIE), and to undertake all required safeguarding training.
- To maintain appropriate professional boundaries at all times and act as a role model for pupils.
- To be vigilant for signs of abuse, neglect, or safeguarding concerns, and to report any concerns promptly to the Designated Safeguarding Lead (DSL) or Deputy DSL.
- To record safeguarding concerns accurately and in a timely manner using the school's reporting systems.
- To ensure that all pupils feel safe, supported, and able to raise concerns.
- To maintain confidentiality while recognising the duty to share information where safeguarding is concerned.
- To contribute to a safe learning environment by following health and safety procedures, including risk assessments for school trips and activities.
- To ensure the safe use of equipment and resources in the classroom.
- To promote online safety and responsible use of technology among pupils.

General Responsibilities

- To maintain up-to-date knowledge of teaching practices, subject developments, and educational research to ensure high-quality teaching.
- To comply with all school policies as outlined in the Staff Handbook, including Health and Safety Regulations.

Application Process:

To apply, please complete the school application form and return it to Mrs Carter (Executive PA to the Headteacher) at j.carter@mayvillehighschool.net. Shortlisted candidates will be invited to attend an interview.