

Post title	Lead Teacher of Sixth Form/Y12/Y13 (0.8 - 1 FTE)
Responsible to	Assistant Head (Pastoral)
Salary range	Qualified Teacher Pay Scale + TLR

Role outline

The Lead Teacher of Sixth Form will be responsible for pastoral care of Year 12 and Y13 students at Surrey Maths School (SuMS). The postholder will be responsible for supporting all students, managing behaviour and welfare, overseeing attendance and punctuality, and leading the PSHEE programme.

Alternatively, we are keen for candidates who may be interested in the slightly smaller role of Lead Teacher of Y12 or Lead Teacher of Y13. This is an excellent opportunity to shape and develop a middle leadership role with the first cohorts of SuMS students.

The post holder would be expected to teach one of the core subjects of the school to A Level standard (mathematics and further mathematics, physics, chemistry, computer science or economics). The post is available part-time or full-time (0.8 - 1 FTE) and candidates should indicate their preference when applying.

Responsibilities

Behaviour and welfare

- a. Plan and implement an induction programme for Year 12.
- b. Accountable for day-to-day behaviour and welfare of the Y12 and Y13 students.
- c. Monitor attendance and punctuality using the school's MIS systems.
- d. Implement strategies to secure outstanding standards of behaviour, attendance and punctuality, reporting to the Assistant Head (Pastoral) as required.
- e. Ensure sufficient support is in place for students who require specific academic or pastoral support or those from disadvantaged backgrounds, liaising the SENDCO, tutors, LT of Future Pathways, the Assistant Head (Pastoral).
- f. Develop the school's praise and sanction programme.
- g. Oversee proactive and reactive communication between school and home for students in their care, including on matters of progress.
- h. Work with the DSL as a member of the safeguarding team.
- i. Liaise with the Assistant Head (Data and Outcomes) to support Y13 students through UCAS and the broader Future Pathways programme.
- j. Support the running of the Student Council.
- k. Liaise with Y13 tutors and students to plan and implement a programme of transition out of SuMS, including celebration events.

Tutor programme and PSHEE

- a. Manage the work of tutors through regular meetings and CPD sessions to ensure they are well placed to support the development of their tutees.
- b. Develop a PSHEE programme (including resources) which generates enthusiasm for the subject, ensuring tutors are supported to deliver outstanding sessions.

School wide

- a. Manage the school assembly programme and House events for students throughout the year.
- b. Oversee the development of clubs and societies, alongside the Lead Teacher of Future Pathways.

Classroom teacher

- a. Teach one of the core subjects of the school (mathematics and further mathematics, physics, chemistry, computer science or economics) and/or on the problem solving or challenge programmes (separate job descriptions are available).
- b. Actively promote equity and diversity through the planning and delivery of inclusive lessons, in line with the school's values.

Other

- a. Take on any other reasonable responsibilities as directed by your line manager.
- b. Be an active and positive member of the school community as outlined in the SuMS Information Pack.

Person Specification	Essential	Desirable
These will be assessed through the application form, the interview process and references.		
Education/qualification and training		
2:1 or higher degree in a closely subject related to one being taught	X	
Qualified Teacher Status	X	
PGCE		X
Experience		
Recent teaching experience of teaching a core subject to 16-19 year olds	X	
Pastoral experience in a school environment	X	
Experience of working in a safeguarding role in a school or other environment		X
Experience leading whole-school projects e.g. assemblies		X
Experience of managing a team	X	
Experience of developing a programme of learning/curriculum from scratch		X
Knowledge and Skills		
Inquisitive and thoughtful self-reflection	X	
Excellent interpersonal skills and the ability to create positive connections with students, staff, and external stakeholders	X	
Able to communicate effectively both verbally and in writing	X	
Well organised and able to prioritise tasks	X	
Proficient IT skills and a willingness to learn new systems quickly	X	
Capacity to take on board constructive feedback and use it to develop	X	
Knowledge of the needs of SEND students		X
Personal qualities		
Commitment to the vision, mission and values of SuMS	X	
Commitment to the outreach programme	X	
Capacity to take the initiative and to innovate	X	
Ability to work constructively with others both inside and outside of the school	X	
A genuine interest in the welfare of students, the desire to support their transition into the next phase of their lives	X	
Commitment to promoting justice, equity, diversity and inclusion	X	

Interested in Applying?
The facts

Salary: MPS/UPS depending on experience
 FTE: 0.8 - 1
 Permanent

Next steps

Application deadline: 07-03-25
 Shortlisting: 10-03-25
 Interviews: w/c 17th and 24th March

Start date: September 2025	Click here to access the application form
If any of this appeals to you – even if you aren't sure you can do it all yet – please talk to us, we are eager to hear from you and are more interested in finding the right person for this job rather than the person who ticks all the usual boxes. We are keen to ensure diversity in our staff body, and recognize that individuals might have taken different routes to get to where they are now.	
Email info@surreymathsschool.co.uk to arrange a chat or visit, or head@surreymathsschool.co.uk to ask questions and speak with the Head Teachers, Nora Kettleborough and Sahar Shillabeer.	