



Candidate Information Pack 2ic Maths

September 2026

Opportunity to join an 'Outstanding' all-through academy specialising in mathematics and citizenship.



Dear Candidate

We are looking to recruit an outstanding, talented and inspiring Second in Charge of Mathematics to deliver exceptional teaching, learning and leadership of this key department. This is a high-profile role in the department, and you will be expected to have a strong role in the leadership of the maths teaching team.

We want a teacher who has passion, enthusiasm and a desire to support the development of the best maths department. The department has a proud history of strong outcomes and a large cohort of sixth form mathematicians.

We are proud of our reputation for academic excellence and the superb pastoral care our students receive along with the support for the less academically able.

The Academy has an excellent record of support for professional development and specifically leadership development. As part of a strong network of schools we are also able to work collaboratively across 23 maths departments supporting cross-fertilisation and dynamic conditions for growth.

To apply please follow the link at <https://arkacademy.org/jobs/vacancies> by **Monday 9th March**. For an informal conversation about the role or a visit to Ark Academy please contact Nick Edwards, Director of Maths, via email n.edwards1@arkacademy.org. If you have any other questions please contact Raesha Sivananthan, our recruitment manager on 020 8385 4370 or email r.sivananthan@arkacademy.org.

We wish you the best with your application.

Delia Smith OBE
Principal

Ark Academy

The principal

Delia Smith is the founding principal of Ark Academy, which opened as an all through school in 2010. Previously she was a head in East London and was awarded an OBE for services to education.



About Ark Academy

We are a non-selective school specialising in **mathematics** and **citizenship** that serves children of all abilities. Our commitment is to know every pupil as an individual, and to foster the principles of team spirit, responsibility and care for others.

Facilities

The academy has a well-kept and maintained environment which has been added to over the years. In 2016 a further block was added to support our new sixth form which has now expanded to over 300 students.



About ARK Schools

ARK Schools is an education charity set up in 2004 to create a network of high achieving, non-selective, inner-city schools where all pupils, regardless of their background or prior attainment, achieve highly enough by age 18 to have real choices: to go on to university or the career of their choice. ARK Schools has no faith affiliations.

All the ARK schools are situated in areas of high deprivation or educational need and our pupil profile reflects this: over half of our pupils are eligible for free school meals compared to 18% nationally.

The ARK network operates 38+ schools in the UK across London, Portsmouth, Birmingham and Hastings Each of our schools has its own distinctive character, reflecting its local community.

About the Maths Departments at Ark Academy

Maths

As a department we believe strongly in teamwork and co-plan our units of work to ensure consistency and best practice across all classes and year groups. As a department we are passionate about developing students who are curious about mathematics and the pathways that it opens to our students after they leave school. We believe strongly in developing skills in an applied setting, giving our students the tools required to enter an ever-growing technology-based workforce. Fundamentally, we know that with the correct support all students can develop numerical fluency and the problem-solving skills required to succeed.

Curriculum and Specifications

KS3: Our KS3 curriculum is aligned to the Ark Schools Common Curriculum and covers a range of skills that develop their mathematical fluency across all areas of the subject – algebra, number, ratio, geometry and statistics/probability. All classes are set from Year 7 with all students following the core curriculum but adapted specifically for each class.

KS4: All students complete the Edexcel GCSE in Mathematics, foundation or higher tier and a selection of students complete the FSMQ Additional Maths qualification, setting them up for A-level maths and further maths in the future. This has been very successful in recruiting very able mathematicians to our sixth form.

KS5: Students with required grades, can study 'A' Level Maths and Further Maths at KS5 with Edexcel. We also offer Core Maths as an alternative qualification at KS5, which students can study alongside our Professional Pathways Programme. Maths has the largest number of students taking 'A' level in the sixth form at over 100 students across both years. Many students carry on to study maths at university.



Job Description: 2i/c Maths Department

Reports to: Director of Maths

Salary: Main Scale to UPS (Inner London) with additional TLRs

The Role

The 2i/c of Maths is responsible for supporting the leadership and management of the maths department and deputising for the Director of Mathematics.

Key responsibilities

- To support and deputise for the Director of Mathematics.
- To support the Director of Mathematics in ensuring the delivery of a high-quality curriculum by all teachers of the department.
- To be accountable for the highest standards of pupil achievement within the subject, monitoring and evaluation of their achievement and setting targets for improvement.
- To lead, develop and enhance the teaching practice of all the teachers in the department, evaluating the quality of teaching and securing and sustaining effective teaching of the subject.
- To be accountable for the leadership and management of the department, the development and implementation of subject policies, plans, targets and practices within the context of the schools aims and policies.

Key Activities and Outcomes

Support and deputise for the Director of Mathematics

- Support with maintaining a positive and productive work climate in the department.
- Continually look for ways to improve efficiency with department systems without compromising on quality.
- Work with the HoD to write the Department Improvement Plan (DIP), oversee the implementation of key aspects and review at key points in the year.
- Be a source of support and guidance for members of the team. Be attentive to how individuals are managing in times of high demand and relay stresses and concerns so appropriate support can be put in place.
- Support with the organisation of cover.
- Lead department meetings and training.
- Ensure department systems and standards are always upheld.
- Have good knowledge of all courses offered by the department, including specification specifics, curriculum intentions and assessment criteria.
- Have excellent knowledge of national curriculum and assessment for GCSE and A Level Maths.
- Attend middle management meetings.

Support the HoD in ensuring the delivery of a high-quality curriculum by all teachers in the department.

- Work with HoD to ensure curriculum plans are in place to support all members of the department with co-planning.
- Make key curriculum decisions regarding sequencing to ensure full alignment to the Ark Common Curriculum.

- Ensure co-planning deadlines set by HoD are adhered to by the team. Communicate issues in good time with HoD and hold planners to account.
- Oversee the quality of the co-planned curriculum at all key stages. Use learning walks and co-planning to share best practice and share department next steps.
- Identify planning development needs in the team and plan with HoD how to provide necessary support.

Accountability for the highest standards of pupil achievement

- Oversee the administration of summative assessments for Y7-10.
- Support with assessment data analysis and the writing of evaluative documents at key assessment points.
- Support with pupil outcome reflection conversations with maths teachers.
- Ensure in class targets are implemented, written on seating plans and followed up across the department.
- Identify trends and potential causes of underachievement across year groups and raise concerns.

Lead, develop and enhance the teaching practice of all the teachers in the department

- Support with mentoring of either trainees or ECTs.
- Observe lessons and carry out learning walks weekly to observe department practices and identify areas for support.
- Innovate in learning – keep abreast of subject developments and effective practices in teaching maths to support the continued learning and improvement of department practice and teaching.
- Demonstrate effective practice through observation, shared planning and reflection on teaching.

Develop and implement subject policies, plans, targets and practices within the context of the schools aims and policies

- Ensure leads are monitoring homework tracking and submissions, sharing highlights and raising concerns with the team.
- Monitor behaviour in maths classes and deal with pupils in line with behaviour policy.
- Support with the monitoring of book marking across the department, through learning walks and book looks and triangulated reviews (3 times a year).
- Help maintain the organisation of the maths department resource and exams rooms.
- Support with allocation of spending of maths department budget.

Other

- Undertake, and when required, deliver or be part of the appraisal system and relevant training and professional development.
- Undertake other various responsibilities as directed by the Head of Department or Principal.

Person Specification: 2i/c Maths Dept

Qualification Criteria

- Qualified to degree level or above (maths related degree preferable)
- Qualified to teach and work in the UK

Experience

- Experience of raising attainment in a challenging environment
- Experience of reflecting on and improving teaching practice to increase student achievement
- Evidence of continually improving the teaching and learning of their subject through schemes of work and extra-curricular activities

Knowledge

- Up to date knowledge in the curriculum area
- Understanding of the strategies needed to establish consistently high aspirations and standards of results and behaviour

Behaviours

Leadership

- Effective team worker and leader
- High expectations for accountability and consistency
- Vision aligned with Ark's high aspirations, high expectations of self and others
- Genuine passion and a belief in the potential of every student
- Motivation to continually improve standards and achieve excellence
- Effective listening skills that lead to a strong understanding of others
- Commitment to the safeguarding and welfare of all pupils

Teaching & Learning

- Excellent teacher with the ability to reflect on lessons and continually improve their own practice
- Effective and systematic behaviour management, with clear boundaries, sanctions, praise and rewards
- Thinks strategically about classroom practice and tailoring lessons to students' needs.
- Understands and interprets complex student data to drive lesson planning and student attainment
- Good communication, planning and organisational skills
- Demonstrates resilience, motivation and commitment to drive up standards of achievement
- Acts as a role model to staff and students
- Commitment to regular and on-going professional development and training to establish outstanding classroom practice

Other

- Commitment to equality of opportunity and the safeguarding and welfare of all pupils
- Willingness to undertake training
- This post is subject to an enhanced Disclosure and Barring Service check.

This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent English is an essential requirement for the role.

Ark is committed to safeguarding children; successful candidates will be subject to an enhanced Disclosure and Barring Service check.

ARK Safe Recruitment Procedure

ARK is committed to safeguarding and promoting the welfare of children and young people in its academies. To meet this responsibility, its academies follow a rigorous selection process to discourage and screen out unsuitable applicants.

Disclosures

This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (DBS). Applicants are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred.

Reference Checking

References from the previous and current employer will be taken up for shortlisted candidates, and where necessary employers may be contacted to gather further information

Probation

All new staff (except for ECTs) will be subject to a probation period of six months (which may, in certain circumstances, be extended by up to 10 weeks). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which they have been employed. It provides the academy with the opportunity to monitor and review the performance of new staff in relation to various areas, but also in terms of their commitment to safeguarding and relationships with pupils.

WHERE TO FIND US



Wembley Park (Jubilee/Metropolitan Line)



Chiltern Railways



Buses: 206, 245, 297, 83, 182

By Car: A479

Postcode for satnav: HA9 9JP

A406 North Circular Road (15 minutes away)

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