

CRAMLINGTON LEARNING VILLAGE
Job Description
September 2010

Position: MATHEMATICS COACH

Reporting to: Head of Department

DUTIES TO INCLUDE

Deliver intervention programs to individuals and small groups, preparing relevant and appropriate learning experiences in conjunction with Key Stage Co-ordinator.

Discuss reasons for underperformance, through interview.

Assist in the development of suitable intervention material.

Keep a log on pupils who undertake intervention, assist on the recording and reporting procedures and where relevant contribute to IEP's.

Liaise regularly with parents, learning managers, learning coaches, teachers and the SEN department to inform them of progress and provide relevant feedback.

Monitor progress through regular tests and feedback results to the Key Stage Co-ordinator and Learning coach.

Provide wrap around support for pupils who are not making expected progress, delivering a variety of intervention packages, before and after school.

Support exam revision sessions as required.

To attend mathematics departmental meetings as required.

To work with other professionals such as mentors.

Interpret data to identify any pupil who is not making expected progress.