

# JOB PROFILE MATHS TUTOR

To start: September 2025



Luckley  
HOUSE SCHOOL



# MATHS TUTOR

## OVERVIEW

We are looking to appoint a well-qualified, innovative and enthusiastic Maths Tutor to work in our Learning Support Department.

The Learning Support Department aims to maximise opportunities and success for all learners via specialist support. In addition, we offer highly bespoke study skills courses for both GCSE and A Level pupils, designed to promote independent study, motivation and self-organisation.

The staffing of the department is as follows:

- SENDCo and Director of Pupil Progress
- Assistant SENDCo/Independent Specialist Assessor and Teacher
- Two specialist teachers
- Departmental Administrator
- Learning Support Assistant
- Maths Tutor.

The team are highly qualified and experienced in supporting pupils with learning differences.

As Maths Tutor, you will work with our students through a variety of intervention strategies with the aim of securing improved outcomes and progress for pupils who may need additional support across both KS3 and KS4. This is likely to include pupils with neurodiverse profiles.

You will hold a good honours degree in a relevant subject and will need to have good understanding of the needs and characteristics of pupils across the age range 11-18.

## TERMS

**Start Date:** September 2025

**Hours:** Zero hours contract - up to 10 hours a week worked over 2 days

**Salary:** £41.11 per hour

## NON-CONTRACTURAL BENEFITS

- School's Pension scheme as well as a death in service benefit
- Staff discount on basic tuition fees subject to the member of staff's child(ren) meeting the entrance requirements
- Staff carpark
- Employee Assistance Programme (EAP)
- Free lunches
- Use of the school gym

## HOW TO APPLY

For further details please contact HR on 0118 974 3207 or 0118 974 3223 or via email [Recruitment@luckleyhouseschool.org](mailto:Recruitment@luckleyhouseschool.org)

Alternatively, an application can be downloaded and submitted via the TES website at: [www.tes.com/jobs/employer/-1002273](http://www.tes.com/jobs/employer/-1002273)

**Closing date: Wednesday 11 June 2025 (noon)**

**Interviews: w/c Monday 16 June 2025**

We reserve the right to interview and appoint before the closing date, so early applications are advised.

# JOB DESCRIPTION

**Job Title:** Maths Tutor

**Job Purpose:** To work with our students through a variety of intervention strategies with the aim to secure improved outcomes and progress for pupils who may need additional support across both KS3 and KS4. This is likely to include pupils with neurodiverse profiles.

**Accountability:** To the Headmistress with day to day responsibility/reporting to the SENDCo.

## MAIN RESPONSIBILITIES

1. To plan a carefully sequenced suite of maths interventions that ensure that steady progress is achieved whilst taking account of any individual needs that may help to shape lesson delivery.
2. Highlight any concerns about pupils' progress, behaviour or well-being.
3. Contribute to ensuring a positive learning environment at all times.
4. Liaise closely with relevant teachers to support pupil progress.
5. Maintain registers and other relevant documentation as required by the school, following up issues re attendance, punctuality and behaviour, as appropriate.
6. Communicate as appropriate with parents and staff regarding pupils' work and progress.
7. Attend Parents' Evenings as appropriate.
8. Participate in relevant training and development activities.
9. Liaise effectively with tutors, Heads of Year, LT and respond promptly to their concerns and queries.
10. Any other duties in accordance with the grading of the post as designated by the Headmistress.

# PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
<b>QUALIFICATIONS</b>		
A good honours degree in a subject relevant to the teaching aspects of the role.	✓	
PGCE or equivalent that gives QTS.		✓
<b>KNOWLEDGE/SKILLS</b>		
An excellent knowledge and understanding of subject area.	✓	
Well-organised and able to plan creatively and effectively.	✓	
Able to engage pupils of all abilities and enable every child to fulfil their potential.	✓	
Able to communicate effectively with pupils, parents and staff in an appropriate way.	✓	
A good understanding of the needs and characteristics of pupils across the age range 11-18.	✓	
<b>PERSONAL QUALITIES/DISPOSITION</b>		
Committed to delivering high quality teaching and learning.	✓	
A proactive attitude and ability to use own initiative.	✓	
Enthusiastic and able to motivate learners.	✓	
<b>BACKGROUND/EXPERIENCE</b>		
Experience of teaching Maths at Key Stage 3, and 4.	✓	
<b>OTHER</b>		
A commitment to safeguarding and promoting the welfare of children and young people.	✓	
Empathy with the Christian ethos of the School.	✓	
A strong commitment to the principles of equality, diversity, and inclusion.	✓	

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