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Your ref:  
Our ref:  
Date: 5 December 2024

Dear Headteacher

I wanted to write to introduce myself after joining the secondary consultant team last year; we are part of the Lancashire Professional Development Service (LPDS). My role is Teaching and Learning Consultant for Secondary Mathematics, and I work closely with the other subject consultants for English/Literacy, Science and Personal Development, as well as our senior consultant Catherine Reeves.



I have experience teaching Maths across Key Stages 3-5, most recently in Further Education where I taught both Maths and Further Maths at A level, whilst specialising in the delivery of GCSE re-sits. As course leader for GCSE re-sit Maths, I worked with some of the most vulnerable Maths learners, with high proportions of both SEND and disadvantaged students. Having experienced failure in Maths, in some cases multiple times, these students also needed support with motivation and mindset in order to re-engage them with their studies.

I am passionate about the use of manipulatives and representations to make abstract concepts more tangible and accessible; encouraging students to make connections between mathematical topics and reducing the cognitive load of memorising many different formulae for similar topics.

I would relish the opportunity to work with your school on any of the above aspects of Maths education, and can provide a range of support such as

- In-person and online consultancies
- Support for new subject leaders
- Support for non-specialist teachers
- Full day subject reviews including
  - Learning walks
  - Work scrutiny
  - Pupil Voice
  - Staff voice
  - Feedback report

- Support for ECTs
- Review of curriculum planning and resourcing
- Collaborative planning with your team(s)
- Bespoke departmental CPD, designed to suit the needs of your school

I also run a full programme of CPD for secondary Maths teachers throughout the year. This includes the popular termly Subject Leader Development Meetings, which have been described by recent delegates as *"really useful and gave me some great ideas"* and a *"fabulous opportunity to network with other schools"*. The Spring meeting on Monday 10<sup>th</sup> February 2025 will have a focus on SEND, with a key input from Rob Jennings at The Dyscalculia Network. Places can be booked by clicking [here](#).

Courses are also available to support secondary Maths ECTs and non-specialist teachers of Maths; as well as a variety of topics relevant to teachers with all levels of experience. Previous courses have received excellent feedback such as *"fantastic delivery and content- I feel like I have learned a lot"*. The full course programme can be accessed [here](#). I communicate with Maths subject leaders through regular newsletters including the most up-to-date news, research and opportunities for both teachers and students. To ensure that your Maths subject leader is included on this mailing list, please complete this [short form](#).

I have enjoyed working with a range of schools and staff from mainstream, special schools and PRUs across the county in my role so far and would be really happy to discuss how I can support your school. Please do not hesitate to get in touch by emailing [kate.griffiths@lancashire.gov.uk](mailto:kate.griffiths@lancashire.gov.uk)

With best wishes



Kate Griffiths  
Secondary Teaching and Learning Consultant- Mathematics

