

HEAD OF GEOGRAPHY

for September 2018

Alleyn's is one of the country's leading co-educational independent day schools, committed to developing excellence within an ethos of strong pastoral care and a vibrant co-curriculum. Our holistic approach aims to nurture every pupil, enabling them to develop their potential while making friendships and enjoying life to the full.

Tracing our roots back to Edward Alleyn's College of God's Gift, founded in 1619, we moved to our own 30-acre site on Townley Road in 1887 and, in 1976, were one of the first such schools to go fully co-educational.

We believe that learning together in a supportive environment provides the best framework for boys and girls to excel at school, to discover new ideas, skills and enthusiasms and to prepare for university and the multi-gendered world of work and life in general. Links with local and overseas schools, universities and charities provide further opportunities to enrich that learning in different contexts and to make new and lasting friends.

Our community is warm, caring and inclusive. We are able to offer a range of bursaries and scholarships to support boys and girls most able to benefit from an Alleyn's education, irrespective of financial means.

We are proud of our pupils, who leave us with excellent examination results, places at some of the world's top universities and specialist centres of higher education, and also with a sense of confidence, mutual respect and social responsibility.

We also greatly value our committed and hard-working staff, whose dedication makes possible the achievements of our pupils.

Dr Gary Savage, Headmaster



Our Co-educational Community

Boys and girls at Alleyn's genuinely enjoy and appreciate each other's achievements and contributions and it is satisfying to see them grow in confidence as our co-ed community offers them a fabulous variety of ways to develop skills and cement lifelong friendships.

The Junior School is a member of IAPS, with pupils aged from 4 to 11. The Senior School is an HMC school with pupils aged from 11 to 18. This year there are just over 1,000 pupils in the Senior School, of whom 302 are in the Upper School (Sixth Form). Our main intake to the Senior School is at 11+ and there are further new places at 13+ and at 16+. We currently have six year 7 classes of 23 children, with smaller classes common at GCSE. Upper School teaching sets are never larger than 14 and are usually sized 8-12.

Exam Results

At Alleyn's we have a proud record of outstanding examination results and in 2017 our pupils continued that tradition. At A level, 92% of grades were A*, A or B, and 77% were A* or A grades. 41% were A*. Nearly 60% of our students achieved at least 3 A* or A grades and there was a 100% pass rate. At GCSE, 67% of grades were A*, 92% were A* or A, and 99% were A*, A and B. 34 students gained 10 or more A*s and 65% achieved all A*s or As.





Facilities

The School has approximately 30 acres of grounds with extensive playing fields. There is a recently resurfaced all-weather Astroturf sports area, a Sports Hall, and cinder running track. In 2009 a £13.5 million extension was completed providing additional facilities for teaching, pastoral care and the performing arts. More recently the swimming pool has undergone a £1.2 million redevelopment (completed in September 2014) and in 2016 a £3.5 million project to add a new wing to the Science building was completed. A major capital programme over the next decade includes a new Lower School (which is almost complete), and plans for additional facilities in the Junior School, Library, Archive and Sixth Form centre as well as a new Dining Hall.

The library is very well stocked and well used and individual Departments are all extremely well resourced. Networked computers are available throughout the school, with broadband internet access and WiFi across the site.

Curriculum

There is a common curriculum in Year 7. Subjects taught include Art, Biology, Chemistry, Computing, Design Technology, Food and Nutrition, Dance, Drama, English, Geography, History, Latin, Maths, Music, PE, Physics, Religious Studies, Spanish and our Alwyn's Learners' Programme. These subjects continue in Year 8 where there is some setting in Maths and a second language choice is introduced. There is a wide choice of subject options in Years 10 and 11. The current GCSE curriculum includes English Language, English Literature, Mathematics, a Modern Foreign Language and the three Sciences (the vast majority do the Triple Award) alongside a wide choice of options available to all students. The Sixth Form options system offers immense choice and flexibility. All pupils currently take 4 subjects in Year 12 and 3 or 4 subjects in Year 13 in addition to PSCE and Enrichment

Pastoral system

Pupils have the same Tutor for their time in the Lower School (Years 7 and 8) under the care of the Head of the Lower School. In Year 9, they move to the Middle School where they join one of eight houses. The eight Heads of House are responsible for pastoral welfare from Years 9 to 13 in conjunction with the two Assistant Heads responsible for these years. Team games, music, debating and other inter-house competitions are organised through the House System.

The School has its own Chaplain and Assistant Chaplain and there are also two qualified counsellors available to pupils.

All members of the teaching staff are expected to play a full part in both the enrichment activities within their own department and the school co-curriculum more broadly.



Academic Enrichment

We are committed to academic enrichment, both inside and outside the classroom, providing opportunities for pupils to learn new things, extend their horizons and develop a lifelong love of learning and a keen appreciation of the life of the mind. To this end, we have introduced an integrated course in meta-cognition at Key Stage 3, increased the number and quality of visiting speakers coming into school and created new opportunities for pupils to develop their ideas in extended project work. We shall continue to extend this work over the coming years, providing intellectual stretch, challenge and enrichment for the entire Alleyn's community without compromising the co-educational warmth and co-curricular balance which makes us the successful and happy school that we are and wish to remain.

Co-curricular

Alleyn's Sport offers opportunities at all levels. The PE/Games curriculum throughout the School is varied, encompassing a wide variety of team games and individual sports. School teams run in a large number of major and minor sports. We encourage pupils to represent the School at one or more sports at any age group, so that during the course of a year well over three-quarters of the pupils in the School will have taken part in competitive sport.

In Music there are over thirty performing groups including orchestras, choirs, wind bands, a jazz band and numerous chamber groups. In Drama there are usually three or four main productions each year, with additional pupil-led Bearpit productions. Drama clubs are offered.

The vast majority of pupils join the CCF, Duke of Edinburgh's Award Scheme or the Volunteering programme in Year 10. In addition there is a very wide range of clubs, societies and other activities.



THE GEOGRAPHY DEPARTMENT

Introduction

The Department aims to equip pupils with a broad range of geographical skills to enable them to become independent thinkers with a love of learning and an appreciation of their role as a global citizen in a rapidly changing world.

The successful applicant will join an established academic department of five specialist, enthusiastic and committed Geography teachers. All members of the department play an important role in the pastoral and co-curricular life of the school.

The examination results at both GCSE and A level are among the best in the School and a large number of students studying Geography at A level go on to study the subject and related subjects at university.

Curriculum offered

All students take Geography up to and including Year 9 after which it becomes an optional subject. In Year 7 we teach map work skills, rivers and flooding with field work carried out in Rochester, plate tectonics and adventure landforms (limestone). In Year 8 the topics are superpowers, coasts, weather and climate, the Middle East and ecosystems. There is a cross-curricular field trip to Kew Gardens with Biology. In Year 9 we cover development and the geography of health, climate change and sustainable cities, with fieldwork carried out in the Queen Elizabeth Olympic Park in London.



Geography is a popular option subject at both GCSE and A level with 4 GCSE groups and 2 A level groups. At GCSE we follow the Edexcel A syllabus. We plan our own urban fieldwork in South London, as well as carrying out rivers field work at Juniper Hall, Dorking. At A level we also follow the Edexcel syllabus. Residential fieldwork is carried out in Dorset focusing on coasts and we plan our own Changing Places fieldwork in East London.

The department is committed to providing opportunities for enrichment and extension to the pupils, not just through fieldwork,



but also through external speakers, attending lectures at the Royal Geographical Society, quizzes, volunteering for Missing Maps, university preparation lessons and the Lower School Geography club. An overseas expedition is offered at each Key Stage – currently to Iceland, Switzerland or the Azores.

Facilities and resources

The department is based in 4 specialist teaching rooms including a computer room. Each room is equipped with Clever Touch boards and PCs.

Departmental resources and staff computers are housed in our departmental office. Over the past 2 years we have been developing our digital resources in the Geography area of the Hub and there are class sets of iPads shared across the School. We are supported by a technician one day a week who is an integral part of our team.

POST OUTLINE

We are seeking to appoint an excellent, committed, enthusiastic and dynamic teacher as Head of Geography for September 2018. The successful applicant will provide professional leadership and management of the Department to secure high-quality teaching, effective use of resources and the highest standards of learning and achievement for all pupils. To this end, she or he will possess excellent organisational and administrative skills, while at the same time being able to inspire pupils and staff alike.

What follows is not a comprehensive or exhaustive list, but some of the key tasks of this multi-faceted and challenging role.

The Head of Department will undertake the following responsibilities:

To lead the teaching and learning in the Department by

- contributing to and taking responsibility for the high-quality teaching and learning of Geography throughout the Senior School, ensuring that all pupils (including the most able, those with SEND and boys and girls) make the best possible progress;
- leading and managing a team of subject specialist Geography teachers and a technician;
- supporting colleagues in their professional development;
- taking the lead in ensuring the delivery of all elements of the Geography courses, including ensuring appropriate schemes of work are in place and that they are reviewed and revised regularly;
- ensuring structures and systems are in place to enable effective monitoring and tracking of pupils' progress;
- promoting the value of a broad understanding of Geography, and an appreciation of Geography in its widest sense;
- promoting creativity and a growing sense of independence amongst older pupils;
- consolidating the recent changes in the Geography public examination courses;
- holding regular departmental meetings to facilitate discussions where teaching and learning best practice is discussed;
- monitoring the quality of teaching and learning within the department including via lesson observations and performance management meetings, as well as identifying professional development needs and supporting colleagues in their professional development;
- being ICT literate and having experience of using appropriate software in the classroom;
- being responsible for preparing and managing the annual departmental budget;
- overseeing the Geography area of the School's VLE and website;
- liaising with colleagues in the Junior School to ensure that there is continuity in the curriculum;
- fostering an academic ethos and love of learning by taking the lead in offering opportunities for extension and enrichment of pupils in all year groups, including, but not limited to, the running of educational trips, and contributing to internal clubs and events;



- collaborating with other departments on cross-curricular projects when opportunities arise;
- contributing to and promoting the collegiate philosophy which underpins departmental activities at Alleyn's, delegating responsibilities as appropriate;
- organising the setting and marking of any entrance and scholarship papers required, as well as undertaking admissions and scholarship interviews;
- overseeing a programme of extension and support for Oxbridge candidates and students, and advising those who wish to study Geography or geography-related subjects at university, including preparation for the Cambridge Geography admissions test and interview process;
- maintaining a departmental handbook which includes an up-to-date programme of study, policies and schemes of work.
- ensuring that all Health and Safety requirements within the Department are implemented;
- taking the lead in developing and organising fieldwork opportunities in the UK and abroad;
- being responsible for overseeing the writing of risk assessments for all activities and making sure that these are adhered to by all members of the Department;



To represent the Department in a leadership role by:

- attending the Heads of Department meetings and other committee meetings and academic information evenings as appropriate;
- being present in School on the A level results day and GCSE results day and dealing with any concerns as they occur on or after the result day;
- producing an annual report and an action plan with specific reference to examination data as part of the departmental review process;
- participating in the wider running of the School, contributing to pastoral teams and liaising with the Heads of Sections;
- contributing to the overall marketing and development of the School's reputation and promoting the profile of the Geography Department within the extended Alleyn's community;
- contributing to the Department's co-curricular activities and participating in the wider school programme of co-curricular activities, and supporting other members of the Department in the same;
- promoting and protecting children's welfare in all aspects of their contribution to school life and following school Health and Safety guidelines.



Alleyn's has its own competitive salary scale and accommodation may be available.

If you have any questions about the post or about the Geography Department, please contact the personnel administrator (personnel@alleyns.org.uk).

Arrangements for the Appointment

Applications

The application pack can be downloaded from our website, www.alleyns.org.uk/vacancies. Candidates should complete all sections of the application form and submit it together with a completed Equal Opportunities Monitoring Form, full CV and covering letter (addressed to the Headmaster, Dr Gary Savage). All documents should be emailed to personnel@alleyns.org.uk.

Alternatively they can be posted to Dr Gary Savage, Headmaster, Alleyn's School, Townley Road, London SE22 8SU

The deadline for applications is **midday on Monday 19 February 2018**.

Interviews

Interviews will take place at the School during the week commencing Monday 26 February 2018 and will consist of an interview with relevant colleagues including the Headmaster. Shortlisted candidates will be asked to plan and teach a lesson and there will be an opportunity to have a tour of the School and to meet other members of the department.

Please note that references may be taken up before the interviews. If you would prefer to be contacted first please state this in your application.

Safeguarding

Alleyn's School is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

Equal Opportunities

Alleyn's School is an Equal Opportunities employer and welcomes applications for all posts from appropriately qualified persons regardless of age, disability, ethnicity, gender, marital status, sexual orientation, religion or belief.



For further information, including the latest news and exam results, please visit our website, www.alleyns.org.uk