Teacher of Mathematics - January 2019

Thank you for your interest in joining our school. Visits to the school are welcomed by prior appointment by telephoning 01296 688264. Please also read our Safer Recruitment Policy for further information.

Making an application

CVs are not accepted as part of the application process. If you wish to be considered for this post, please complete an application form available from the school's website, providing full details of your education and employment history, including any unpaid or voluntary work. Where there are gaps in your employment history please state the reasons why (eg. gap year, career break, unemployed, etc).

Supporting information

This section of the form is very important. It gives you an opportunity to explain why you are applying and why you are the best person for this job. Use the job description and person specification as your guide and give specific examples, where possible, to demonstrate how you match the requirements for this post. For teaching posts: please detail your experience of delivering teaching and learning and what impact your contribution would make in terms of raising standards at our school.

Please email your completed application form to recruitment@cottesloe.bucks.sch.uk or post to Mrs J Woods, HR Manager, The Cottesloe School, Aylesbury Road, Wing, Leighton Buzzard LU7 0NY by the stated deadline. Applications received after the deadline cannot be accepted.

The deadline for applications is Sunday 23 September 2018 with interviews shortly afterwards.

Interview and selection process

Your application will be judged solely on the basis of how you demonstrate that you meet the selection criteria stated in the job description. Essential criteria of the person specification are those, without which, a candidate would not be able to do the job. To be successful at the shortlisting stage you should clearly show how you meet each of the selection criteria for the post using examples of your skills and experience. Details of the interview programme will be confirmed in writing to shortlisted applicants.

As part of the selection process, in addition to assessing your skills and knowledge against the requirements of this role, specific questions will be asked to assess your suitability to work with children. Under the Equality Act 2010 we are legally required to consider making reasonable adjustments to ensure that disabled people are not disadvantaged in the recruitment and selection process.

Pre-employment checks

References

All applicants will be asked to provide two referees, one of whom must be the applicant's current or most recent employer. Where an applicant is not currently working with children but has done so in the past then a reference will also be obtained from that previous employer. All shortlisted applicants will have references taken up, and this may include review of social media posts. Two satisfactory references must be received before we confirm any offer of an appointment. The information we request will relate to salary, length of service, skills and abilities, suitability for the job, disciplinary record and suitability to work with children. References addressed "to whom it may concern" will not be accepted.

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Disclosure and Barring Service

Employment at this school is subject to an enhanced check with the Disclosure and Barring Service. Under the Rehabilitation of Offenders Act 1974 (Exemption Amendment) Order 1986 there are a number of jobs where we must take account of convictions, even though they are 'spent'. All posts at this school are regarded as such. However, spent and/or unspent convictions may not necessarily make you unsuitable for appointment. A certificate of good conduct will be required where a candidate has lived outside the UK for six months or more within the last five years.

Validation of qualifications

All shortlisted candidates will be asked to bring original certificates of relevant qualifications to interview. These will be photocopied and kept on file and may be confirmed as genuine with the relevant awarding bodies.

Right to work in the United Kingdom

Under the Asylum and Immigration Act 1996 it is a criminal offence to employ anyone who is not entitled to live or work in the United Kingdom. Successful applicants will be asked to provide evidence from a list of acceptable documents, which will include photographic evidence.

Teaching posts

The school will undertake a Prohibition Order check for any teacher appointed, including music instructors and supply teachers, using the NCTL database.

Medical assessment

A satisfactory medical assessment will be required before we confirm any offer of an appointment. Any recommendations for reasonable adjustments to the working environment will be implemented upon commencement of duties.

Induction, probation and continuing professional development

On appointment your line manager will discuss an appropriate induction programme with you which will help familiarise you with the culture of the school, local practices and policies. You will also receive a copy of the current New Staff Handbook.

Support staff employees new to the school will be subject to a six month probationary period and a review of your performance will take place at the end of that period.

You will be offered the opportunity to further develop your professional knowledge by participating in training events.

School policies and procedures

The school has a wide range of policies and procedures which you will be made aware of and should familiarise yourself with, including Child Protection, Whistleblowing, Code of Conduct for Teaching and Support Staff, and Conduct and Discipline.

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The Cottesloe School - Candidate Booklet

Teacher of Mathematics

Our school

The Cottesloe School is a successful and oversubscribed Foundation secondary school with Sixth Form situated in the village of Wing in rural North Buckinghamshire. We are a caring school with a highly qualified and exceptionally committed staff, who recognise the importance of creative and challenging teaching and high professional standards.

Ofsted – 7-8 July 2016 – Good in all areas

- Leaders are passionate about improving all aspects of the school for the benefit of every student. They have successfully driven improvement over the last three years.
- All staff have worked effectively to embed an ethos of warmth, care and support.
- Students are rightly proud to belong to their school. They enjoy learning.
- Students' learning is effective because teachers plan highly motivating activities, using their specialist knowledge.
- Parents are positive about the behaviour of students and say they are managed well. Staff are similarly positive about the behaviour of students.

Department information

We are looking for:

- An enthusiastic teacher with a passion for Mathematics.
- Someone with a good understanding of relevant curriculum areas at KS3, KS4 and KS5 including a good understanding of assessment and monitoring procedures.
- Experience of teaching or teaching practice of Mathematics at all Key Stages.
- A willingness to learn and apply new techniques that contribute to high quality teaching and learning.
- A teacher who expects and demonstrates the highest standards.
- A teacher who can enthuse a range of students with varying needs.

We can offer:

- An exciting opportunity to teach students who are courteous and have a high degree of respect for others.
- Modern, state of the art classrooms with interactive screens.
- A friendly and supportive working atmosphere.
- The freedom to teach creative lessons in a school with a proven track record for the professional development of staff.

Our Department:

- Had a successful year in 2018 with 52% of GCSE students attaining 9-5 (77% 9-4) and 80% of A Level students attaining A-C (100% A-D), above the national average.
- Is committed to providing professional development for staff members.
- Is enthusiastic about communicating the importance of Mathematics to students.

Our staff

Staff are actively encouraged to contribute ideas to inform whole school planning and to participate in new initiatives. All colleagues have an opportunity to contribute to school development planning. Colleagues are encouraged to contribute their skills and enthusiasm to our extra-curricular provision.

All staff are subject to an annual appraisal, and to a high quality programme of induction and ongoing professional development. We provide opportunities for staff to advance within the school with additional responsibilities available. A comprehensive programme of Inset training is designed to develop teaching and leadership skills, to further the aims of the school and to support colleagues to develop their careers.

We are fortunate in the high quality and commitment of our support staff, who fulfil a variety of roles including examinations, administration, financial, technical, learning support and site improvement. September 2018