Royal Grammar School

Amersham Road, High Wycombe, HP13 6QT

Website: www.rgshw.com

A selective day and boarding school for 1375 boys

Teacher of Biology

September 2018

Applications should be made to the headmaster, Philip Wayne, by noon**, Monday 19 March,** by email to (dmc@rgshw.com)

The selection process is outlined within this pack.

The Royal Grammar School is committed to promoting the safety and welfare of all pupils.

Appointment is conditional upon at least two satisfactory references.

All staff are required, before taking up post, to undertake an enhanced criminal record check through DBS.

Information for Candidates







FROM THE HEADMASTER

Thank you for your interest in RGS, High Wycombe – a selective day and boarding school for 1375 boys.

With its origins in the 13th Century, the Royal Grammar School, High Wycombe, was granted a Royal Charter by Queen Elizabeth I in 1562. Much has changed since, but RGS continues to enjoy a reputation as one of the leading state selective schools in the country having been consistently rated 'outstanding'.

I feel very privileged to lead RGS, a school offering an outstanding all-round education for able boys aged 11–18 years. We have high academic standards, excellent examination results and consistently feature as one of the top 60 state schools in England. Almost all students progress to university with 18–20 attending Oxford or Cambridge each academic year. We offer a huge range of co-curricular experiences, the extent of which is, I believe, unparalleled in the state sector. This is achieved due to the commitment of staff and we expect our colleagues to play their part.

We are seeking to appoint innovative teachers who will deliver a high quality classroom experience underpinned by our RGS Ethos of Learning. We pride ourselves on exceptional pastoral care which ensures that, in a large school, every boy is known as an individual.

We encourage all Wycombiensians to be self-confident, positive, healthy and inquiring young men acquiring the qualities of tolerance and respectfulness embodied through a modesty of manner. This is, in part, achieved by the role models that our staff become.

Most of our students are day boys. Boarding, however, has a unique capacity to shape the lives of young people and RGS offers this provision to 70 boys as one of 40 state boarding schools. Full, weekly and day boarding is on offer and plays a significant role within the life of the School.

Above all, we seek to give our boys the tools to be the inspirational leaders of tomorrow as they embark on careers of distinction, influence and service.

I am delighted that you are considering joining us.

Best wishes

Philip Wayne

Media Video



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Departmental Information

We are looking for a dynamic and enthusiastic teacher to join the biology department. High standards pervade all aspects of the school's life, and the students' interest in and commitment to biology is particularly evident from their enthusiasm and motivation. The students are easily inspired to take their learning further and typically enjoy challenging activities with relish. We are keen to appoint someone to our team who has a passion for making a difference.

Facilities, equipment and technical backup are very good. The biology department occupies its own purpose-built biology block where four laboratories are used for the delivery of the subject. Biology makes full use of a specially designed computer room containing 32 PCs, which is also located in one of the neighbouring science blocks. A highly skilled and cheerfully co-operative technician maintains and prepares equipment for demonstration and class experiment use.

Each laboratory is well resourced with a projection-compatible whiteboard and data projector. The scheme of learning is stored electronically, together with a wide range of learning and assessment resources which can be provided for class use on paper or via electronic means, many of which were written by current department members to match the particular learning styles of our pupils. The department is actively involved in developing the school's Virtual Learning Environment, and is at the forefront of the school's initiative in the use of iPads to enhance and personalise learning.

The department has a reputation for academic excellence. The three sciences are taught as separate subjects throughout the School. Nearly all boys in Year 11 sit single subject Edexcel biology GCSE. Scores in the British Biology Olympiad are among the best within the maintained sector – each year we have had students winning medals in these competitions. A large proportion of the department's Sixth Form go on to biology related undergraduate courses including Oxford and Cambridge.

Typically 70+ students sign on for A level biology in Year 12. There is a very active Medical Society that meets to discuss ethical and biological issues. There are regular speakers that are invited to discuss topical issues and UCAS applications. We particularly enjoy having Old Wycombiensians back to talk to current pupils.

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Career Development at RGS



Alex Wallace, Geography, Deputy Head

School attended: West Buckland School

University: Birmingham University and Bath University

Career so far at RGS: I joined the school in 2007 as second in the Geography Department. I enjoyed being involved in designing schemes of work and taking responsibility for a Key Stage. I was then appointed to Head of Year 10 and 11. This was an incredibly rewarding role; I enjoyed leading a team of tutors and was passionate about my Year Group having the best possible experience at RGS. The challenges that this role gave me, prepared me well for my Assistant Headteacher position. My main responsibility was, and continues to be, Teaching and Learning. The change in role meant I spend more time with our incredible staff. The Senior Team often provide the steer in terms of Teaching and Learning but I love seeing the different styles and approaches which are encouraged to flourish, which inspire our boys on a daily basis. As Deputy Headmaster I oversee the day-to-day running of the school, I love the role. I am very early on in my tenure, but it is a real privilege to be in this position working with inspirational teachers and students.

What I love about RGS, apart from the boys! The fact it allows me to love coming to work. I am incredibly proud to say I work at the RGS. The students are very special; they are inspiring, creative, challenging and most importantly fun! I would also suggest exactly the same applies to the staff! There is a real community at the RGS, you notice this in lessons, assemblies, staff badminton, staff football and especially the staff brewery evenings. More than anything, I enjoy the friendly and approachable nature of all staff. There are always people to ask for guidance and support in any circumstance. Everyone including boys, parents, governors and staff want RGS to be the best possible place. What other state school would have 21 members of staff giving up most Saturdays to take a rugby side? This is a truly committed staff and I can't imagine working anywhere else.



James Eve, English, Assistant Head

School attended: Ipswich School (1981-1992)

University: University of St Andrews (undergraduate MA), University of York (postgraduate MA)

Career so far at RGS: I joined as an Assistant Head in September 2016 from Magdalen College School. Coming to RGS has offered me the challenge of taking whole-school responsibility for assessment and pupil progress. It has been a steep learning-curve, but I've felt welcomed and supported by the staff, who all have a great 'can do' attitude. I've been delighted at the way I have been drawn so quickly into the co-curricular life of the school. Since arriving, I've been given the chance to take charge of the Fencing team, and have also got involved with the Cross-Country squad.

What I love about RGS, apart from the boys! The strong sense of community that binds together boys, staff and parents. I've learnt this continues long after the boys leave. Already, I've lost count of the number of former pupils who have returned for social or sporting events, or have demonstrated the clearest expression of faith and fondness for their alma mater by sending their own sons to the school.

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Job Description
Classroom Teacher

Accountable to: Subject Leader

As a classroom teacher:

To undertake a proper share of class teaching and associated preparatory, assessment and recording work, in a subject specialism and/or curriculum areas as appropriate. You will be allocated PPA time.

- To seek to impart skills, knowledge and attitudes to each pupil by following planned Schemes of Work within the programmes of study for each subject.
- To act as a member of the department team working under the guidance and direction of department management.
- To contribute to the planning and preparation of courses within the department.
- To review periodically the methods of teaching and programmes of study in consultation with other members of the department.
- To use ICT as appropriate in the teaching of your subject.
- To contribute as appropriate to department resources.
- To follow the School's policy on assessment and recording.
- To set and mark work in accordance with department and school policy, making use of the MTD procedure.
- To set and mark examinations as required.
- To use all available information to identify the abilities of pupils.
- To provide pupils of all abilities with the opportunity to fulfil their full potential.
- To set, record and monitor individual pupil progress.
- To attend parents' meetings within the agreed RGS Reporting and Assessment Policy.
- To endeavour, in the case of absence, to forward work to the relevant subject leader or cover manager for the classes that will be missed.
- To encourage appropriate standards of behaviour, appearance, attendance and punctuality through the application of the RGS Behaviour Policy.
- To undertake CPD in order to keep abreast of current educational thinking and developments.
- To follow the RGS Performance Management Policy.
- To carry out a share of duties, eg library and the timetabled cover rota.
- To participate in the usual meetings that relate to the curriculum or the organisation and administration of the School.
- To follow Child Protection/Safeguarding procedures.
- To be aware of Health and Safety responsibilities.
- To follow School policies as agreed by the governing body.
- To undertake other duties of an appropriate nature as may be reasonably required by the Headmaster.

Teaching staff are form tutors, for which a separate job description applies

This job description is written at a specific time and is subject to change as the demands of the governors and needs of the School change. The role requires flexibility and adaptability and employees of the School need to be aware that they may be asked to perform tasks and given responsibilities not detailed in this job description.

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Person Specification

	Essential	Desirable
Qualifications	Good honours degree Appropriate evidence of in-service training	PGCE or equivalent QTS First aid qualification Able to drive a school mini bus
Experience	Ability to teach up to and including A level Effective classroom teacher Experience of working with pupils of high ability	Experience in the use of IT in teaching Experience of raising achievement Experience of taking part in co-curricular activities Experience of the standard of education expected in an ambitious grammar school
Personal Qualities	Ability to relate to students of all abilities Outstanding personal relations and team working skills Willingness to contribute to the school's extensive co-curricular programme Energy, charisma and dynamism with the vision to drive and develop the subject at RGSHW in line with the school's ambitions Ability to promote and market RGS inside and outside of it Ability to think creatively Availability for regular trips out of school hours A good sense of humour	Ability to lead by example Ability to work independently

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Core Values

1. **Passion for Learning** – staff are passionate about their subject which can powerfully affect boys. Boys learn it is OK to work hard, to go beyond the expected and to be driven by their passion

2. **Co-curricular** – the benefit for boys is obvious. Staff also benefit from being given a breadth of opportunity outside their subject area. This helps to attract and retain staff

3. **Collective Effort** – the School achieves its goals as a result of collective effort. A successful member of staff at the RGS contributes to the overall breadth of school life beyond core responsibilities

4. **Empowerment** – for boys it allows them to become independent learners in a safe environment. For staff it allows them to try things, to take personal responsibility for the way they approach their subject. This, in turn, can attract and retain staff

5. **Support** – not just academic and support staff but also sixth formers who provide role models for younger boys. Parents and boys, in general, want to support what RGS stands for because they have chosen the School

6. **Going Beyond Expectations** – we achieve and go beyond government targets and expectations. It is not all about exam results. Staff encourage boys to go beyond the core curriculum in line with the 'Ethos of Learning'

7. **Inclusive of All** – regardless of background (race, colour, religion, "character") all boys are valued and can flourish

8. **Common Room** – is not just a physical hub for staff but also an area of support and social activity

9. **Respectful, Rounded Students** - who are courteous and polite with strong inter-personal skills

10. **Challenging and High Expectations** – nurturing the boys' competitive spirit

11. **Traditional (values) but Innovative** – celebrate the traditional but not stuck in the past

12. **Self-Assurance and Confidence** – with a modesty of manner

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General Information

This is general information for all who apply for a post at RGS. Some of it will not be relevant to this post, but I trust that you will find it useful in forming a picture of the School.

Teaching at RGS

There are approximately 90 teachers at the Royal Grammar School. RGS teachers are hardworking, gifted professionals who are able to inspire pupils with their enthusiasm and subject knowledge. They are committed to providing high-quality teaching as well as playing a full and purposeful role in the School's extensive co-curricular programme.

Our teachers are specialists in their subjects and most have postgraduate teaching certificates. Those arriving without a PGCE are encouraged and supported to gain such a qualification soon after appointment. Continuing professional development is strongly-encouraged and the School has good links with local universities, teaching schools and industry. We are associated with the Astra Alliance Initial Teacher Training programme, offering 'on the job' training in certain subjects, some with bursaries. Further details on request.

The School also follows the Buckinghamshire induction programme for Newly Qualified Teachers, led by the professional tutor. We have a healthy balance of staff, from NQTs to very experienced teachers, as well as a wide spread across the age range. This mix of experience and background provides for a happy, stimulating and rewarding environment. The staff common room, in School House, is a busy and vibrant place.

Opportunities at RGS

As a teacher at RGS, you will also be expected to contribute in some way to the School's extensive co-curricular life. You will be encouraged to use your personal strengths and interests, and may even wish to become qualified in areas previously unimagined. Sport, music and drama are significant strengths as is the Combined Cadet Force and the Duke of Edinburgh scheme. The vast array of clubs and societies take place each week and RGS members of staff are rich in experience and expertise, which helps to maximise the wealth of activities on offer to our boys. The vast amount of world-wide travel involved in our expeditions, sports and musical tours and subject based visits provides an unparalleled opportunity for both staff and students to broaden their horizons.

Perhaps most importantly, you will join our strong pastoral team as a form tutor which gives all staff the opportunity to get to know a group of boys well and outside your teaching subject.

Support staff at RGS

Support staff at RGS provide a vital role in ensuring that the School not only runs smoothly but continues to develop. Whether joining one of the administration teams, being a technician, a support assistant, gap student, and working on the finances or around the extensive school estate, RGS welcomes colleagues from all backgrounds to bring an added dimension to our staff body. A range of roles exists from part time, term time only to full time and support staff have excellent opportunities to contribute towards school life. Although we do not ask our support staff to undertake teaching roles, we warmly encourage participate in school trips and co-curricular activities as identified above.

Facilities at RGS

- All-weather sports facilities.
- Rolling programme of classroom and laboratory refurbishment into 'state of the art' learning spaces
- Purpose-built language and music suites.
- The Rennie Mathematics Building with extensive, modern facilities
- Purpose-built Fraser Youens Boarding House for 70 boarders Boarding video

We are fortunate in having all our teaching facilities and games fields on a single estate, and all academic departments are housed in their own separate areas with specialist equipment and technical support where appropriate.

Computers are in extensive use throughout the school, and all teachers are given the use of a laptop and an iPad with appropriate training, supported by an effective wifi system.

Sports facilities, which have recently been upgraded, include 33 acres of playing fields, a 25 metre indoor heated Swimming Pool, Cricket nets, Eton Fives courts, a modern Fitness Suite, Sports Hall and Cricket Pavilion. The most recent acquisitions are a brand new, floodlit all-weather surface and a new rugby pitch.

Accommodation

The governors are able to offer low-cost accommodation on the school estate. We have around eight teachers living on site, some of whom joined us as NQTs and are therefore able to help and encourage new entrants to the profession and 'away from home' teachers. This house is just two minutes' walk from the RGS and ten minutes' walk to the mainline railway station.

Salary and benefits at RGS

Teachers' and leadership salary scales broadly follow the National Pay and Conditions, fully reflecting qualifications, responsibility, experience and performance. The School participates in the Teachers' Pension Scheme. Support staff are paid on the RGS scales which are closely related to the locally negotiated Buckinghamshire County Council pay range. For the benefit of support staff the School participates in the Local Government Pension Scheme. Staff at RGS can participate in the Cycle to Work, childcare voucher and phone/tech schemes. In addition, there are staff discounts on Microsoft products and computer hardware via out suppliers. All staff are entitled to free membership of the School's Fitness Suite. We are a mutually supportive team and endeavour to ensure that all staff have a healthy work / life balance.

Common Room at RGS

The Common Room exists as a formally constituted body of the teaching and support staff within the School. The committee consists of a Chairman, Treasurer and Secretary. The Common Room provides a cohesive, stimulating and enjoyable environment and a variety of social functions are organised throughout the year.

The Common Room is well equipped and includes tea and coffee making facilities, provided free of charge to all staff, a lounge, kitchen area and staff shower rooms. The Common Room subscribes to a range of national and local newspapers and journals. On a day-to-day basis, the Common Room acts as an important facility for staff to meet socially, collect mail and circulars, share information with others and relax!

Appointment

The Royal Grammar School is committed to safeguarding and promoting the welfare of its pupils and expects all staff and volunteers to share this commitment. All appointments are subject to:

- the obtaining of an enhanced DBS clearance;
- confirmation of your eligibility to work in the UK;
- view of original degree and teaching certificates;
- receipt of two satisfactory references.

The School is an equal opportunities employer and a non-smoking establishment.

High Wycombe

The Royal Grammar School is about one mile from the centre of High Wycombe which has a large shopping centre, several out-of-town shopping areas, a theatre, two multiplex cinemas, new sports centre with a 50m competition pool and a large Waitrose. High Wycombe is 25 minutes from London Marylebone on a fast train, the station being 10 minutes' walk from the school. The town is well served by cultural and sporting activities.

There is little housing in the town itself though within a short distance the suburbs, with a range of housing stock, commence in all directions. High Wycombe is surrounded by attractive villages which offer a range of housing from idyllic cottages to large detached properties in the countryside. The town of Marlow, an attractive riverside market town, is a few minutes' drive and Oxford is easily reached via the M40 or the new railway link. Buckinghamshire is renowned for its schools with a range of excellent state primary schools, prep schools, grammar schools and non-selective secondary schools.

Results

Our results speak for themselves. We do not, however, rest on our laurels and set ourselves ambitious targets.

- GCSE A*/A 70 %
- A Level A*/B 78 %
- 70 % of boys attend Russell Group universities with 15-18 going to Oxford or Cambridge most years

Our vision for RGS

- For RGS to become a world-class school in all respects
- To be the boys' school of choice in south Buckinghamshire where young men are nurtured to become the inspirational leaders of tomorrow.

Our commitment to your development

Staff at RGS are dynamic, talented and innovative. We have an excellent reputation in preparing colleagues for the next stages of their career whether as teachers or support staff. We pride ourselves in attracting and retaining staff of the highest quality, supported by outstanding provision of professional development.

Applying

Please see the website for vacancies and the requirements for application. Please note that whilst we are happy to receive a CV, this cannot replace the Royal Grammar School application form.

It is difficult to encapsulate the spirit of RGS in words, but suffice it to say that all who work here regard it as a very special school indeed. Alongside a commitment to excellence is the sense of belonging to an exceptionally friendly community, where there is always genuine support for colleagues. To see the full range of activities undertaken at the school, we would encourage you to visit our website (www.rgshw.com).

How to find us:

Amersham Road, High Wycombe, HP13 6TQ

By road: If travelling from the M40, leave at Junction 4. Follow signs for A404. RGS is situated at a set of traffic lights on the left hand side at the top of the Amersham Hill.

By rail: High Wycombe Train Station is situated on the Amersham Road and is 20 minute walk (uphill).



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How to apply

Please complete the application form. Further information should be added to the 'supporting statement' section in the form. If you wish to send your cv, please email it directly to the Headmaster's PA at dmc@rgshw.com.

Interviews

Interviews will include teaching a lesson. There may be other selection tasks commensurate with the role you are applying for. Those being called for interview will hear by 20 March, when full details of the interview process will be given.

All candidates invited for interview will be required to prove their identity and their entitlement to work in the UK.