



**MONK'S WALK**  
SCHOOL

# **Monk's Walk School**

## **Information Pack: Head of Physics**

**Start date: 1<sup>st</sup> September 2018**

**Application deadline: Noon on Monday 19<sup>th</sup> February 2018**



**‘Excellence for All’**

## Our School

We are a mixed school of about 1,350 11-18 year old students in Welwyn Garden City, a Hertfordshire new town on the outskirts of London. Transport links are superb – direct rail links to London in less than 30 minutes; M1, A1(M), M11 and M25 all minutes away. WGC is a pleasant place to live – it even has John Lewis! The school is situated in a greenbelt area in the prosperous northwest corner of the city. The view from the school is lovely, the view of our buildings slightly less so – this is an area we are constantly working on within the usual financial constraints.

Monk's Walk is a genuinely comprehensive school, although the intake profile is changing – the prior attainment of students coming into the school is rising. About 50% of our Year 8 students, for example, are designated 'more-able'. The number of students with learning challenges is below the national average, with 7.3% supported at school action plus or with a statement of Special Educational Needs (SEND). However, we have a relatively high number of students with EHC plans because we have a reputation for supporting them well. We have a small number of students with visual impairment and some with a diagnosis of autism. Knightsfield School (for hearing impaired children) is situated on the same site as Monk's Walk School. We have an outstanding partnership arrangement, with most Knightsfield students participating in some subjects in key stage 3.

Attendance is high. The school has an extremely effective behaviour policy and in general behaviour is very good indeed. Our students want to learn and our parents are, on the whole, extremely supportive.



Parental confidence in the school is high; there are over 700 applications for 226 places in Year 7 for September 2018. Each year we hear appeals for students wishing to join the school.

There is a genuine 'buzz' around the school and we are seen as a 'school on the up'. In June 2014 Ofsted judged the school to be 'good'. Please read the report on our website should you wish to apply. We are due Ofsted now but are as confident as any school can be I suppose of maintaining our Ofsted rating.

Exam results in 2017 were good, 72% of students achieving 'the basics' of 9 to 4 and 52% achieving 9 to 5 in English and maths. At GCSE, all student groups in the school achieve well, our pupil premium students (those eligible for free school meals) performed in line with the rest of the school this year. These students achievement we are particularly proud of having made it a key focus for us over the last few years. We are keen for these students to do even better and so it remains a key focus for us. At AS and A2, the average grade of our students was C+. We also had strong results, with almost all students who applied making it to their first or second choice university or high quality apprenticeship.

The school has a large sixth form and membership of a consortium with four other schools provides a wide range of opportunities for students. At Monk's Walk we concentrate on providing A Level only (with the exception of a few students who take BTECs across the consortium), with large numbers of students studying the facilitating subjects. Sixth form results are good and improving, but our ambition is for them to be even better.

We do not pursue academic achievement at the expense of the wider development of the individual, however. Form Tutors, Heads of Year and Heads of House all have important roles in the social, personal and academic support of individuals.



The range of extra-curricular opportunities, trips and visits plays an important role in the lives of our students and we guard this expansive programme precious because we believe that busy, stimulated students make successful students. We expect all of our staff to contribute fully to the life of the school.

Music, Drama and PE are strong as we see these areas as providing important learning opportunities for our students. Last year our students had the opportunity to take part in over 100 trips and visits, including trips to New York, Berlin, Iceland and the Belgian battlefields. We have large groups undertaking World Challenge and DofE, at Bronze, Silver and Gold.

The school became an academy in September 2012. The decision to convert was purely pragmatic and trustees have no intention to make changes to teachers' pay and conditions beyond those made as part of national agreements.

Induction, training and continuing professional development have a very high priority in the school. All new members of staff take part in a comprehensive induction programme on joining the school.

We have a proven track record in training teachers and we have both School Direct and PGCE trainees.

All staff are supported by a broad programme of training and development. Individual staff are supported on programmes of further study/professional qualifications. The school runs a well-developed performance management system. All staff are actively supported to achieve their individual targets. Heads of Department are line managed by members of SLT and provide CPD and support through their line management meetings. The Head of Department will work with other Heads of Department across the school to develop their own departments but also share ideas on how to improve. The school also runs a two year secondment programme for Heads of Department who are aspiring senior leaders of the future.

We offer a very generous relocation package for staff moving to take up post. Details of this are available on our website.

## The Science Department

There are 14 teachers in the Science department, supported by five laboratory technicians. We have access to 10 laboratories, three of which were opened in September 2003, four preparation rooms and a Science staff workroom. All Science teaching takes place in a laboratory and all full time teachers have their own laboratory base. All laboratories have access to networked computers and interactive white boards/data projectors.

The department makes use of a range of tailor made resources at key stage 3. Science lessons are well structured with a range of activities and opportunities for practical investigation and rigour. In Year 7 pupils are taught in mixed ability form groups with a considerable amount of in-class support provided by the School's SEN team for these groups. Setting begins in Year 8 and the eight forms are split into eight teaching groups and broadly set pupils according to National Curriculum level and progress.

In Years 10 and 11 we teach the Edexcel suite of GCSE examinations. Approximately 57% of the cohort studies the separate Sciences. The remainder study Combined Science. In 2017, 69% of students gained at least 2 A\*-C in Science. A much higher proportion than national study the separate Sciences at GCSE. Even so, results are very impressive with over 80% achieving A\*-C, in all three of the Sciences, with attainment at A\*C at 90% for Biology and A\*-A 29%, A\*-C 88% for Chemistry and A\*-A 25% and finally 87% A\*-C for Physics and 26% A\*-A.

High numbers of students take A Level Sciences. In 2017, 24 students took A Level Biology with 54% achieving A\*-B. In A Level Chemistry, the cohort was 11 students with 36% achieving A\*-B. In Physics, the cohort was 18 students with 33% achieving A\*-B.



We have well established and valued links with the local industrial scientific community particularly with GlaxoSmithKline and Roche. These links include visits and practical work in laboratories, lectures, awards for excellence and support with specialist equipment.



## Job description: Head of Physics

**Post Title:** Head of Physics  
**Job Grade:** Teachers' Pay Scale, plus TLR  
**Responsible to:** Head of Science

### Job Purpose:

- To raise standards of achievement in Physics
- To lead a team of teachers to provide the best possible learning experience for our students
- To ensure the effective co-ordination of all aspects of the subject
- To teach designated classes according to the requirements of the school timetable
- To ensure that the school aims are put into practice and lead the drive for continuous improvement
- To contribute to the effective leadership of the department
- To contribute to the wider teams within the school
- To ensure that the school is a disciplined, well-ordered place for purposeful learning to take place

### Key Processes

All TLR holders are expected to contribute to the following processes:

- The safety and safeguarding of students
- Continuous drive for the improvement of all aspects of the school
- Lead by example in teaching and learning
- Strategic planning
- Standards monitoring, performance tracking and intervention
- Personnel leadership/management
- Effective deployment of resources
- Supervision
- Administration/Co-ordination
- Promotion of the school
- Celebrating success

### Key Areas of Accountability

The postholder will be accountable for:

1. Improving standards of achievement in Physics in all key stages.
2. Providing professional subject leadership to a team of teachers and support staff in the delivery of the highest quality teaching and learning in all key stages.
3. Developing innovative approaches to the curriculum in order to ensure appropriate access and achievement for all students.
4. Ensuring that appropriate appraisal arrangements are in place and maintained in the department

5. Ensuring that robust procedures are in place to monitor the quality of teaching and learning outcomes in Physics
6. Contributing significantly to the school's planning (both short and long term) and provide leadership to whole school developments, as required.

Other specific responsibilities will be negotiated and agreed with the successful applicant.

This job description should be read in conjunction with the Statutory Requirements contained in the current version of the School Teachers' Pay and Conditions document.

**Note: This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. A Disclosure and Barring service check will be sought through the Criminal Records Bureau as part of the school's pre-employment checks. If you are invited to an interview you will receive more information.**

# Person specification: Head of Physics

## 1. Educational Qualifications

- Honours Degree in relevant subject
- DfE recognised Qualified Teacher Status
- Relevant CPD Training Courses
- Further Degree/Professional Qualification (D)

## 2. Professional Experience

- A first class teacher with successful teaching experience
- Proven track record in raising standards of student achievement
- Experience of managing student behaviour
- Experience of constructive co-operation with parents and trustees
- Experience in the use of ICT as a teaching and learning tool/management tool

## 3. Professional Knowledge and Understanding

The successful applicant will need to demonstrate knowledge and understanding of:

- Safeguarding policies, procedures and practices
- Strategies for raising student achievement
- Effective practice and approaches to teaching and learning
- How to lead change
- Current educational trends and thinking
- School performance review and self-evaluation processes
- How to use data and information to effect improvement
- Ofsted framework for school inspection/self-evaluation

## 4. Personal Qualities and Skills

We are looking for someone who:

- Can lead, motivate, enthuse and inspire staff and students, and win the confidence of parents staff and trustees
- Has the ability to think strategically with imagination, vision, creativity and originality
- Is able to use ICT confidently
- Is reflective, self-critical, motivated and ambitious
- Has passion and believes that every student can succeed at Monk's Walk School
- Is an effective communicator and presenter
- Can plan and organise effectively
- Possesses excellent inter-personal skills
- Has a life outside school
- Has a fantastic sense of humour
- Is superhuman!

(D = desirable, all other essential)

Monk's Walk is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

## How to apply

I hope the information I have given you makes you want to apply. If you would like to discuss the position or visit the school before applying please contact Tamara Kirk (Assistant Headteacher). Tamara is the SLT member with responsibility for science. Her email is [takirk@monkswalk.herts.sch.uk](mailto:takirk@monkswalk.herts.sch.uk) or she can be contacted at the school.

To apply:

- Please complete the application form and write a letter of application of no more than 2 sides of A4, explaining how you demonstrate that you fulfil the essential (and desirable if appropriate) requirements of the person specification (page 7 in this pack).

The deadline for us to receive your application is noon on **Monday 19<sup>th</sup> February** and interviews will take place in the following week. Please e-mail your application to Victoria Lyall at [recruitment@monkswalk.herts.sch.uk](mailto:recruitment@monkswalk.herts.sch.uk)

We look forward to hearing from you.

Kate Smith  
Headteacher  
February 2018