



IB MYP Coordinator Information for candidates

Welcome to Oakham School

The world is experiencing a significantly increasing rate of change. Technological innovation and changing patterns of work and communication mean that those entering education today will require new skills and aptitudes to succeed. Many of these extend beyond those taught in individual subjects and an exceptional education must emphasis inter-disciplinary abilities.

At Oakham we are anticipating and responding to these new realities across all facets of the School so that current and future generations of our students can thrive in their adult life and contribute to the communities in which they live.

In order to achieve this vision, we have developed six key strategic objectives. They guide our thinking and planning as we prepare our students to be successful, active, and lifelong learners, equipped with the skills and habits of mind to thrive in the twenty-first century.



A handwritten signature in black ink that reads "Neil Gorman".

Professor Neil Gorman,
Chair of Trustees

Our Strategic Objectives:

1. To adapt the Oakham curriculum to foster greater inter-disciplinary learning and the application of knowledge, and to consolidate the skills and habits necessary for success in the twenty-first century.
2. To ensure that pastoral care afforded to both pupils and staff effectively supports the school's long term values and addresses evolving needs, whilst supporting the personal and educational development of our students throughout their time at Oakham.
3. To collaborate actively with external parties – both within and outside the field of education – to establish Oakham as a recognised hub of educational excellence, innovation and good practice, initially through the establishment of an Oakham Group.
4. To communicate the School's evolving educational provision as effectively as possible to current and prospective stakeholders – pupils, parents and staff To communicate the School's evolving educational provision as effectively as possible to current and prospective stakeholders – pupils, parents and staff.
5. To enable access to the school curriculum to those who could not otherwise afford to come here, and to look to share expertise and resources to extend the public benefit we provide.
6. To secure our ability to invest in the School's educational and pastoral provision, in line with our strategic vision, and to improve the School's infrastructure in ways that support those aims.

LOWER
SCHOOL
10-13

MIDDLE
SCHOOL
13-16

UPPER
SCHOOL
16+

54%
560
BOARDERS

60
MUSICAL
CONCERTS
EACH
YEAR

170
MEMBERS
OF TEACHING
STAFF

5
MAJOR
DRAMA
PRODUCTIONS
EACH YEAR

30
DIFFERENT
SPORTS

7:1 PUPIL
TEACHER
RATIO

6 DESIGN
TECHNOLOGY
ROOMS

20,000
NON-FICTION
10,000
FICTION TITLES
IN OUR
SMALLBONE
LIBRARY

40
ACRES OF
OUTSTANDING
SPORTS
PITCHES

280
MEMBERS
OF SUPPORT
STAFF

50%
GIRLS
50%
BOYS

200-SEAT
PROFESSIONALLY
EQUIPPED THEATRE

6 ART
STUDIOS

16
HOUSES
8 GIRLS
8 BOYS

70%
OF STUDENTS GO TO
RUSSELL
GROUP
UNIVERSITIES EACH YEAR

470
DAY
PUPILS

DEDICATED
ART
GALLERY

216
SPORTS
TEAMS

AT 16+
A-LEVELS
IB DIPLOMA
PRE-U
& BTEC

26
GCSE
SUBJECTS

250
PUPILS
TAKE PART IN

DE
THE DUKE
OF EDINBURGH'S
AWARD

OVER 500
MUSIC
LESSONS
EACH WEEK

OVER
125
ACTIVITIES
90 TRIPS
AND 50
FUND-RAISING
EVENTS
EACH YEAR

IB MYP Coordinator



The Role

The post is new to Oakham and the successful candidate will be instrumental in coordinating the implementation and running of the IB Middle Years Programme at Oakham. The IB MYP will join our well-established and successful IB Diploma Programme.

The position is remunerated on Oakham salary scale (which is significantly above the national scale), with a generous management allowance and a timetable remission suitable for a role of this nature.

Person Specification

The IB MYP Coordinator should be a well-qualified subject specialist from any area of the curriculum. They will be an inspiring, enthusiastic and highly capable individual with knowledge and experience of teaching one or more IB programmes. They will demonstrate strong leadership skills and the ability to work effectively with colleagues across the School. They will be an effective communicator, able to engage the whole school community, parents, feeder schools and other stakeholders.

Candidates should be willing to contribute to the extra-curricular life of this dynamic boarding school.

Line Management

The IB MYP Coordinator reports to the Director of IB.

In conjunction with the IB Diploma Coordinator and the Director of IB, the IB MYP Coordinator manages the IB administration staff.

Main Duties

Responsibilities include:

Coordination

- Ensure that the IB MYP at Oakham complies fully with IB regulations
- Implement and maintain ManageBac and lead the training of students, teaching staff and parents in its use in supporting the IB MYP
- Prepare and monitor the budget for the IB MYP and associated areas
- Manage entries relating to the IB MYP in the school calendar
- Manage the Community Project process in liaison with the Head of Middle School and the Head of Library
- Lead and manage the 5-year IB MYP self-evaluation
- Register students with the IBO and ensure that they meet all MYP requirements
- Oversee records on the progress of all IB MYP students
- Attending relevant school meetings, including the Academic HoDs' meeting

Communication

- Provide comprehensive information about the IB MYP to all relevant parties (Trustees, teaching staff, parents, students, feeder schools) including IB MYP requirements, changes, policies and so on
- Establish and maintain good relationships and lines of communication with all IB MYP students and their parents
- Maintain good liaisons with other IB MYP schools
- Liaise with the Marketing and External Communications Department to manage the sections on the school website relating to the IB MYP, advising on school news relating to the IB MYP at Oakham, and contributing items for relevant school blogs, the school's Twitter feed, other social media and the press

Curriculum planning and implementation

- Oversee the implementation of the IB MYP and the School's preparations for application for authorisation
- Support departments in the development and review of IB MYP unit plans
- Liaise with the Heads of Lower and Middle School about the overall curriculum and student experience for Forms 1 to 3

Oversight

- In conjunction with the Deputy Head (Academic) and the Director of Teaching and Learning, monitor the delivery of the IB MYP, its assessment and its reporting

Student admissions

- Support the Heads of Lower and Middle School with the interviewing of candidates for 11+ and 13+ admission to the school

Staff professional development

- In conjunction with the Senior Deputy Head and Deputy Head (Academic), plan and monitor CPD relating to the IB MYP, including that arising in relation to IB regulations and from the 5-year self-evaluations
- Inform and advise all teaching staff on CPD needs relating to the IB MYP
- Lead the induction for new staff on the IB MYP

Student induction

- With the Heads of Lower and Middle School, lead the induction process for students joining at 11+ and 13+.

Events

- Plan and lead IB MYP events, including the Community Project show
- Regularly attend IBSCA and other IB meetings, and report back to the relevant parties
- Plan and lead events and conferences for parents, feeder schools or other interested parties



The IB MYP at Oakham School

What is the IB Middle Years Programme?

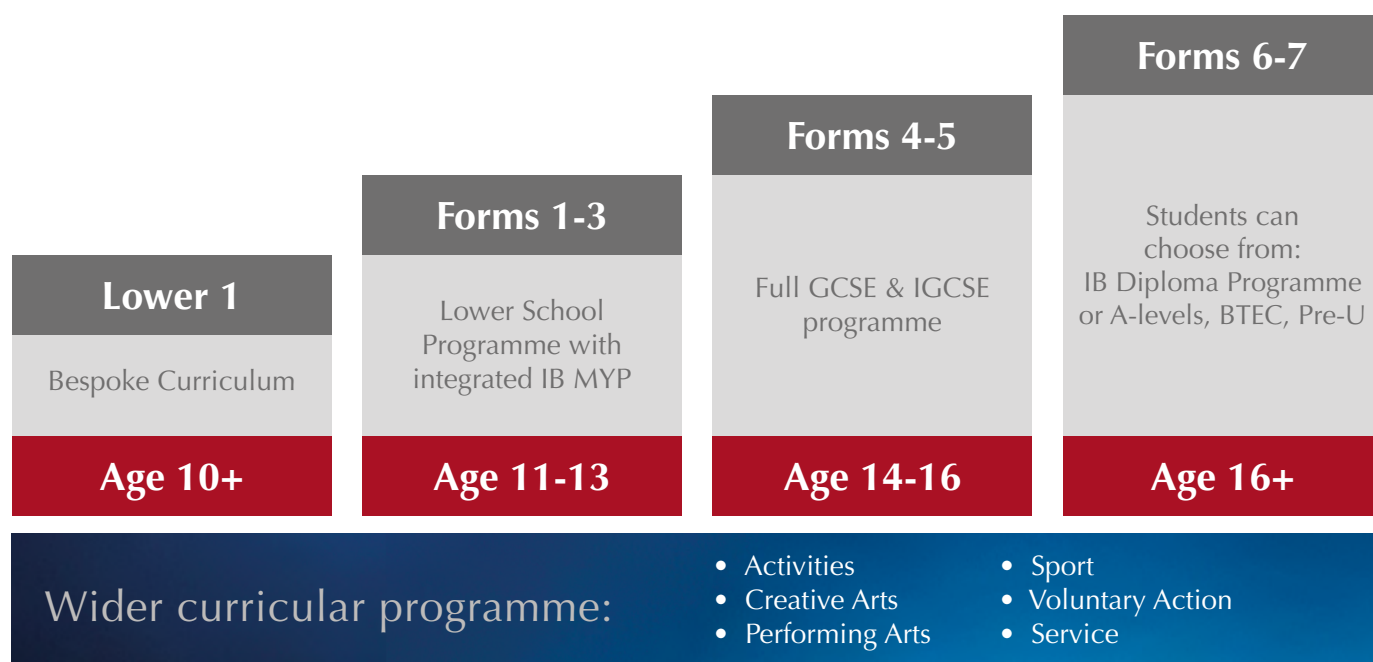
The IB MYP is a framework of teaching and learning that encourages students to become creative, critical and reflective thinkers. It emphasises intellectual challenge, encouraging students to make connections between their studies in traditional subjects and the real world. It fosters the development of skills for communication, intercultural understanding and global engagement.

The IB Learner Profile, which is common to all IB programmes, is a very close match to the attributes widely regarded by employers, universities and numerous international groups as those essential for the future.

The IB MYP:

- addresses students' intellectual, social, emotional and physical well-being
- provides students with opportunities to develop the knowledge, attitudes and skills they need to manage complexity and take responsible action for the future
- ensures breadth and depth of understanding through study in eight subject groups
- requires the study of at least two languages (their native tongue, and one other) to support students in understanding their own cultures and those of others
- empowers students to participate in service with the community
- helps to prepare students for their education, the workplace and a lifetime of learning





How will the IB Middle Years Programme be implemented at Oakham?

At Oakham, the IB MYP will be a three-year programme, running from Forms 1–3 (ages 11–13). In Forms 4 and 5 (14–16), students study for GCSEs and IGCSEs; this means that they can enjoy all of the benefits of the IB MP without losing the currency of GCSEs. In Forms 6 and 7 (16+) students choose from the IB Diploma Programme or A-levels and other standalone courses: Pre-U and BTEC.

Schemes of work for IB MYP courses are divided into units. Each unit includes a statement of inquiry, various inquiry questions that arise (which may be factual, conceptual or debatable), a global context (enabling students to understand how their learning fits into the world), key concepts (big ideas that transcend particular disciplines) and related concepts (that are specific to the subject).

Students are developed as learners using the 'Approaches to Learning' framework. Modes of assessment are designed by teachers and can vary considerably. Student outcomes are graded and reported upon according to IB MYP criteria. Once the unit has been taught, those that delivered it reflect on how it has gone and how the unit can be refined for next time.

Every year, at least one interdisciplinary unit is delivered for each year group. Students also complete the 'Community Project', in which there is a focus on community and service, encouraging students to explore their rights and responsibility to implement service as action in the community.

What is the timeline for developing the IB MYP at Oakham?

We will be working towards authorisation in 2020, but our IB MYP will be developed beyond that. Our aim is that the 2021/22 Form 1 cohort will have a full IB MYP experience.

Broadly the process involves three 'waves' of departments gradually developing existing and new units in the IB MYP style. There will be training, followed by a collaborative cycle of planning, teaching and reflection.



Working at Oakham School



We welcome applications from teachers who are passionate subject specialists, willing to throw themselves wholeheartedly into the life of a large and busy 7-day-a-week boarding school. Oakham offers many opportunities for enthusiastic practitioners – newly qualified and highly experienced alike – who are keen to use their personal strengths and interests to enhance the learning experience for the students in their care both in and out of the classroom.

In addition to the chance to teach their subject speciality, teaching staff are tutors, with between 8–10 pupils in each tutor group. The opportunity to get to know our pupils very well through being a tutor provides an added pastoral dimension to the teaching role at Oakham that is extremely rewarding.

Oakham is a Church of England foundation with an Anglican Chaplain and a Chapel which is in use every day. The School warmly welcomes those of other denominations. No-one is excluded from appointment on religious grounds but anyone intolerant of Christianity is unlikely to feel comfortable in the Oakham community.

Oakham's strength lies in providing a spectacularly wide range of opportunities and activities which sit alongside an invigorating and challenging academic curriculum. Over many years, the School has not only been incredibly successful academically, but it is also recognised nationally for its outstanding achievements in sport, music, drama and the Duke of Edinburgh's Award Scheme.

Term time can be intense but the long holidays are a great reward at the end of the busy terms.

The School has benefited from significant investment in recent years. The latest improvements include a new classroom block for the Humanities, a stunning state-of-the-art Faculty of Social Sciences, a purpose-built Medical and Pastoral Centre and a major redevelopment of the Sports Centre. The School is at an incredibly exciting point in its history and has a very ambitious development plan for the next five years, including a new facility for the Performing Arts.

If you would like to help shape Oakham's future for the next stage of its 400-year journey and would thrive on the pace of life in our vibrant and dynamic School, we would love to hear from you!

Timetable

The School runs seven days a week during term time, with lessons on a Saturday morning, sporting fixtures in the afternoon and a busy programme of weekend activities. A full-time teacher is expected to teach 20 periods of 50 minutes per week, as well as contributing to the wider life of the School through their tutorial and activity commitments.

Teaching resources

Oakham's teaching and learning facilities are excellent with all academic departments housed within their own departmental areas. Nearly all teachers have their own classrooms, which are equipped with interactive whiteboards and we have recently invested in our ICT resources to provide every teacher with their own Microsoft Surface Pro computer. Our well-resourced library offers 2,400 square metres over two floors of subject specialist support.

Continued professional development

There is a generous professional development budget, and we encourage staff to undertake research and training that will both develop them and enhance the School's educational provision. Our Teaching and Learning team, led by our Director of Teaching and Learning, work with staff from across the Common Room to provide models of excellent classroom practice and share great teaching methods via our T&L blog and a programme of regular 'TeachMeet' seminars.

Oakham provides an induction programme for all new staff, as well as full support for NQTs. We have also recently introduced a new Review process, to help our teachers evaluate their achievements in a user-friendly way and to set meaningful and achievable targets.

Wider Curriculum

Members of staff are expected to involve themselves fully in the life of the School, helping with games and other activities outside the classroom. Special skills are welcomed but what matters most is a willingness to give time and energy generously.

The pastoral side of the School is outstanding. All our pupils are members of one of the 16 Houses, each with its own Housemaster or Housemistress, and every pupil has his or her own tutor. All members of staff (including the Senior Leadership Team) have a specific pastoral role at Oakham.

Remuneration and career progression

Oakham operates its own competitive salary structure, which is above the national scale. There are also many opportunities for staff to take on positions of responsibility which carry additional allowances.

School Dining

Staff can enjoy free lunches in the Barraclough Dining Hall during term time. The ISI rated our food as outstanding and there is a vast range of dishes on offer, including a daily vegetarian dish, a salad bar and provision for those with special dietary requirements. Those teachers who are required on school duties before 7.30am or beyond 6.00pm may also have breakfast/dinner there.

Sports Facilities

Staff are able to make free use of the School gym, swimming pool and squash courts during specially designated staff times.

Additional benefits

- Teachers' Pension Scheme (TPS) with Death in Service Benefit
- Sick Pay
- Staff Fee Remission Scheme – two thirds reduction of school fees for each child
- An opportunity to join our subsidised BUPA Select Private Medical Insurance Scheme and a healthcare Cash Plan Scheme, with an option to include family members
- Personal Accident Insurance
- Childcare Vouchers
- Cycle to Work Scheme
- Free Car Parking
- School Counsellor
- Free use of our university-standard library



Life in Oakham and Rutland



Normanton Church

Oakham is a thriving market town with a population of around 11,000. Rutland is the UK's smallest county and is a beautiful part of the country – a hidden jewel set within rolling countryside traditionally used for hunting. Rutland Water with its many tourist attractions is on our doorstep and the surrounding villages are full of quintessentially English charm.

Oakham's excellent road and rail links mean that London (1 ½ hours), Birmingham (1 ½ hours) and Cambridge (1 hour) are all within easy reach, whilst locals are spoilt for choice between Leicester (30 minutes), Peterborough (30 minutes) and Nottingham (50 minutes) for their nearest cities to visit.

The town has a twice-weekly open air market, a monthly farmer's market, and a wide range of specialist shops, which include a number of family owned businesses of which three are butchers, one is a baker, and two are delicatessens.

Oakham's 12th century castle benefited recently from extensive refurbishment thanks to a £2.1 Million Heritage Lottery Fund Grant and now offers a varied programme of events in addition to its improved facilities.

The town's other attractions include the Rutland County Museum, many places to eat and drink serving locally sourced food and Oakham's famous Grainstore beer, and several highly popular local sports clubs (rugby, football, cricket, tennis) not to mention the town's leisure centre.

Oakham is well served by primary schools – four state and one independent. At secondary level there is a highly regarded 11–16 community college and a sixth form academy that Oakham School helped to establish.

The town is currently undergoing a period of significant expansion with several substantial new housing developments under construction. For full details of current house prices go to www.rightmove.co.uk.

Application and interviews



Oakham



Rutland Water

Shortlisted candidates will be invited to visit the School and to meet the Headmaster, Deputy Head (Academic), the Director of IB and senior members of staff, as well as other colleagues from the School. Candidates will be asked to teach a lesson as part of the selection process and further details will be forthcoming should you be shortlisted.

Candidates who wish to apply for this post should send their completed application form, covering letter stating where they saw the advertisement and CV giving details of two referees, to:

Mr Nigel Lashbrook, Headmaster
Oakham School
Chapel Close
Oakham
Rutland, LE15 6DT

or via email to Jackie Pridmore, School Administrator,
jp2@oakham.rutland.sch.uk

Initial enquiries should be directed to 01572 758506.

The closing date for applications is Wednesday 23 May (12 noon). Interviews will be held on Wednesday 6 June.

Please note that we do not usually provide feedback for applicants who are not shortlisted for a vacancy. Feedback will be provided to shortlisted candidates, on request.

Under current legislation, we are required to advise applicants that this appointment will be subject to a satisfactory Enhanced Disclosure. Oakham School is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure & Barring Service. Details of any criminal record (spent or unspent, due to exemption from the Rehabilitation of Offenders Act 1974) must be disclosed at interview. Only relevant convictions and other information will be taken into account so disclosure need not necessarily be a bar to obtaining a position at Oakham School. A copy of the Recruitment of Ex-offenders Policy is enclosed. For further details, please visit the Disclosure & Barring website.



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