



An Outstanding Education

HEAD OF SIXTH FORM

September 2018



Whitgift is an exciting place to work. It is a stimulating environment for students and colleagues alike. Whitgift is a school built around aspiration, excellent standards across the board and diversity. High expectations are the essence of Whitgift's values.

With a new Headmaster, Mr Chris Ramsey, in post from September 2017, Whitgift is poised for the next stage of development.

There are many exciting initiatives and projects under way to enable the School to go from strength to strength. We are keen to enhance our reputation as one of Britain's finest independent day and boarding schools, and to build upon our exceptional reputation for academic excellence, co-curricular success and all-round achievement. We are confident that Whitgift will provide a truly unique and inspirational learning environment, and thereby, a most rewarding place to work.



Headmaster's Welcome



Everyone at Whitgift is proud of our friendly, challenging and inclusive school; we live and work in a beautiful parkland, we enjoy superb facilities and we reach astonishing standards in all we do. Successive inspections have ranked Whitgift amongst Britain's finest schools and boarders join from many parts of Britain and around the world. There is a diverse and international community, thanks to one of the biggest bursary schemes in the UK.

Parents and students consistently point to the quality of our staff as a key reason for success, and rightly so: energy, stimulating company, the ability to innovate and a culture of reflection and continuous improvement are the attributes we look for and encourage. One of the results is that we have an unparalleled record of producing school leaders - some of the top names in independent education spent their formative years teaching here.

As we formulate the next stage of our development, this will be an exciting time to be joining us: I hope to be able to welcome you in person.

Mr Chris Ramsey





An Introduction to Whitgift School

About Whitgift

There are approximately 1,500 pupils in the School, including 108 boarders. Day students come to Whitgift from across London, Surrey, Sussex and Kent. Pupils enter the School predominantly at 10+, 11+, 13+ and into the Sixth Form. Whitgift is an essentially south London community built around diversity; we are a multi-cultural and multi-faith school united by a common set of values and shared aspirations.

Please see attached link to [School Aims](#).

Why come to Whitgift?

- > A School with a strong history and a reputation for academic excellence
- > Rated 'Excellent' in successive ISI Inspection Reports
- > A friendly and diverse community

- > Superb transport links to London, Surrey, Sussex and the south coast
- > A wide range of curricular and co-curricular activities
- > First-class modern facilities within a historic parkland with award-winning gardens
- > Top-class sport, music and the performing arts
- > A strong international dimension with boarding at the heart

If you are interested in becoming part of the Whitgift community, please read on for further details.

Pastoral Care

Pastoral care and supportive relationships are at the heart of everything that we do. It is only through care and concern for the individual that students can flourish and fulfil their potential. The all-round development of every boy and the success that

they enjoy in a range of academic and co-curricular activities is built upon pastoral care. Whitgift is fully committed to the personal and social development of pupils and there is extensive support available to enable each individual to gain in confidence and cope with the challenges and pressures of modern life.

'The excellent achievement of pupils is underpinned by the commitment of leadership, management and governance to ensuring an environment of ambitious expectation which promotes in pupils the desire to aim high and work for success.'

ISI Inspection 2017

'When you get there, you've landed in Narnia: acres of beautiful parkland, where peacocks roam the car park, and wallabies and flamingos live next to the sports centre'

Tatler

'Pupils' relationships with each other and staff are almost always characterised by an open honesty and by mutual respect and warmth.'

ISI Inspection 2017

'Superb cosmopolitan boys school, with outstanding facilities and a strong academic reputation – an example of what education is really about'

Good Schools Guide

'...there is the feel of a university-style tutorial with pupils and teachers enjoying working and learning together. This is highly successful in motivating pupils and raising their expectations of what they can achieve.'

ISI Inspection 2017



Academic Achievement

Whitgift prides itself on offering an exciting variety of academic pathways leading to internationally recognised qualifications. This forms the basis of our “unique and tailor-made” education. Choice and flexibility are key principles within our curriculum, alongside commitment to international mindedness and independent learning. This has led to impressive examination results over a number of years, consistently placing Whitgift amongst the top independent schools within the country. Of particular note are our IB results; in 2017 we achieved nearly 40 points as an average score, the highest IB results of any all-boys school in the UK. There is an extensive selection of GCSE and A Level/Pre U courses available. Results in 2017 were extremely pleasing, with Year 11 students achieving an 84% A-A* success rate, whilst 86% of all A Level grades were awarded A*-B.

Overwhelmingly students proceed onto their first choice of Higher Education institutions with notable successes at Oxbridge, London Universities and internationally.

Please click link [Academic Highlights](#) for 2017

Co-Curricular

Whitgift is passionate in its commitment to co-curricular provision. We strongly believe that by providing the widest range of music, sport, drama and other activities, that pupils gain in confidence, learn to work together and flourish as individuals.

Sport

Sport at Whitgift is exceptional with over 120 national titles won in the past five years across an extremely diverse range of sports. Facilities are outstanding, including a £9m sport and conference centre and extensive playing fields on site. The ethos of

“from foundation to excellence” sees students achieve their fullest potential with many going on to national and international success.

Old Whitgiftians that have achieved professional sporting success include:

Elliot Daly
British and Irish Lions, England and London Wasps

Jason Roy
England, England Lions, Surrey, Sydney Thunder

Victor Moses
Chelsea FC and Nigeria

Marland Yarde
England and Sale Sharks

Joseph Choong
Modern Pentathlon Olympian (top 10 finisher Rio 2016)

Danny Cipriani
England and Wasps

Music and Drama

Music and drama has thrived at Whitgift over the years with extensive provision available to all students. There have been some truly outstanding performances seen both at the School and at national venues (the Royal Albert Hall, Royal Festival Hall and Cadogan Hall). Close links exist with the Royal Philharmonic Orchestra and Croydon Minster. The recently refurbished Performing Arts Centre is an outstanding venue for a wide range of artistic activities.

More broadly, co-curricular activities include more than 80 clubs and societies ranging from the Investment Society and Animal Club, to Astronomy and the Sequential Art Club. Outdoor Education, including a flourishing Duke of Edinburgh Scheme and the Combined Cadet Force, are vital elements of Whitgift’s commitment of offering the widest range of choice to students.



Head of Sixth Form

September 2018

The Vacancy

This is a major and exciting senior post within the structure of the School which provides a unique opportunity to develop and implement a vision for a distinct part of the Whitgift community. Being in the Sixth Form at Whitgift is a very special time in a student's school career, and this is a key role as there are currently over 360 students in the Sixth Form. There is, therefore, the opportunity to blend together pastoral care, academic focus and an awareness of the importance of developing the individual.

The prime focus of the role is to create and develop an aspirational culture and sense of community within the Sixth Form, to enable each student to flourish and to

fulfil his potential. Alongside this, there is the opportunity for strategic thinking and new initiatives both in the academic and pastoral spheres, which mark this out as a most rewarding post for the right person. The Head of Sixth Form will work closely with the Headmaster, Deputy Headmaster and Head of Upper School in all aspects of curriculum development and the academic management of all students. Furthermore, as a member of the Curriculum Committee, the Head of Sixth Form contributes to whole school academic policy making.

One crucial element of the role is to contribute to guiding students through their Higher Education decisions and the UCAS application process. More broadly, the Head

of Sixth Form is responsible for the management and integration of all aspects of Sixth Form life, including co-curricular achievement, General Studies, PSHEE and Critical Reflection. The post holder is responsible for managing a significant number of colleagues, including Deputy and Assistant Heads of Sixth Form and Form Tutors, who assist in facilitating the academic progress and general welfare of students within the Sixth Form. The Head of Sixth Form will also work closely with the Headmaster and all members of the SMT to ensure the effective development of the Sixth Form, reviewing current strategies as appropriate, and demonstrating a ready willingness to implement change and to drive forward new initiatives.

The post of Head of Sixth Form becomes available upon the promotion of the current post holder to a more senior post at Epsom College. Previous incumbents of the post have gone on to significant promotions at Whitgift and elsewhere, including to Deputy Headships.



Academic

- To develop an appropriately ambitious work ethic in all Sixth Form students.
- To monitor the academic progress of every student in the Sixth Form.
- To review and analyse public examination results and to advise the Headmaster and Deputy Headmaster as appropriate.
- To work with the IB Co-ordinator, Head of BTEC, and Exams Officer in setting academic deadlines and a year plan for Sixth Formers; to assist with the running of the public examinations and the co-ordination of internal exams; to provide support and advice at school when IB, A Level and GCSE results are published.
- Along with the Higher Education Co-ordinator, to provide advice and guidance regarding applications to universities both within the UK and internationally, and to contribute to UCAS reference writing.
- To advise Upper Fifth Form pupils regarding their Sixth Form choices and to organise Sixth Form Induction.
- To co-ordinate Supervised Private Study, Sixth Form Detentions and additional academic support sessions.
- To assist the Headmaster and the Head of Upper School in the promotion and marketing of the Sixth Form to high quality external applicants including the Sixth Form Prospectus and the relevant Curriculum Booklets.

Pastoral

- To develop, in the Sixth Form community, broader skills and strengths such as leadership, self-awareness, independence, community spirit and service to others.
- To provide pastoral guidance to students when issues are referred by Form Tutors and other members of staff and in serious cases working with the Assistant Head, Pastoral.
- To manage the Sixth Form tutor team, assisting them in their crucial academic and pastoral role; to monitor the co-curricular involvement and outside activities of Sixth Formers.
- To manage disciplinary problems relating to students within the Sixth Form.
- To attend Heads of Year Committee meetings and contribute to whole school pastoral development.

General

- To organise the process of entry for new applicants into the Sixth Form.
- To run regular Sixth Form assemblies (Reflective / Administrative) and to liaise with the co-ordinator of General Studies in organising the General Studies programme.
- To organise the Sixth Form Student Committee and to encourage participation in the Charities programme.
- To organise and co-ordinate Sixth Form Parents' Evenings, the Upper Sixth Graduation ceremony and the Leavers' Ball, and to manage the Sixth Form facilities, in particular the Common Room and the Study Area.
- To delegate areas of responsibility to, and to manage the work of, the Deputy Heads of Sixth Form, the Assistant

Heads of Sixth Form and the Sixth Form Administrator as appropriate.

- To undertake other duties as defined by the Headmaster, Second Master, Deputy Headmaster and Head of Upper School.

Contacts

- For any general queries about the school, please contact the Human Resources Department, email: SchoolHR@whitgift.co.uk
- For more specific queries please feel free to contact Peter Yeo, Deputy Headmaster on 020 8688 9222.





Staff Benefits / The Application Process

Salary

The Whitgift Foundation has its own generous salary scale, which is significantly above that of the maintained sector. Starting salaries are dependent on relevant qualifications and experience for the post. The Governors review salary scales annually in September to ensure that they remain competitive.

Staff will be encouraged to contribute fully to the co-curricular life of the School and this is reflected in the salary offered. A strong commitment to the pastoral and house system is also anticipated.

Accommodation

Accommodation may be available.

Relocation

Assistance is offered towards removal expenses and associated costs up to a total of £1,000.

Other benefits

Discounted membership is available at the on-site gym from 6.00pm to 10.00pm Monday to Friday and 8.00am to 4.00pm Saturday and Sunday.

Colleagues enjoy membership of the Simply Health Cash Plan, which gives financial assistance towards the cost of everyday healthcare and wellbeing, including optical, dental and complementary therapies.

Permanent staff at the Whitgift Foundation Schools enjoy a discount on school fees to a maximum discount of 50% of salary (pro rata for part time staff).

Applications

Applications will be reviewed on a daily basis and interviews may occur at any stage. The School reserves the right to appoint at any stage of the recruitment process. We invite interested candidates to apply as soon as possible.

We welcome applications from all parts of our community as we aspire to attract staff that matches the social and cultural diversity of our student intake.

Whitgift aims to employ staff who are best qualified for the post and does not discriminate on the grounds of race, colour, nationality, ethnic or national origin, religion or religious belief, sexual orientation, marital or civil partnership status, disability or age.

Pre-employment Checks

All appointments will be subject to two satisfactory references (which may be taken prior to interview), Disclosure check by the Disclosure and Barring Service and medical fitness for the role. Where applicable, overseas police checks and prohibition from teaching and management checks will also be completed. All checks must be completed before employment can commence at the School.

Safeguarding and Child Protection

As a result of the Asylum and Immigration Act 1996, employers now have to verify that new recruits who are not British Nationals are eligible to work in this country. Therefore, any applicant who is offered

an interview will be asked to provide official documentation to verify their ID, address and right to work in the UK. It is also normal practice for the School to ask for original qualifications and professional membership documents to be presented at interview, as detailed on their application. Photocopies or certified copies will not be accepted.

Whitgift School is committed to safeguarding and promoting the welfare of young people, and applicants must be willing to undergo child protection screening including checks with past employers and the Disclosure & Barring Service.

Click here for [location and directions](#)

