Uxbridge High School

MATHEMATICS TEACHER
INFORMATION PACK
September 2017 or January 2018



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WELCOME FROM NIGEL CLEMENS, PRINCIPAL

Thank you for your interest in working at Uxbridge High School. I wanted to take this opportunity to tell you a little about our unique school and to highlight the significance of this important appointment. You are applying for this role at a pivotal point in our improvement journey. We have a robust, exemplary and highly energetic leadership group and staff team that is quickly moving Uxbridge High School to the next stage of its development. I am looking for exceptional people with energy and drive to join us in this work.

We have much to celebrate at Uxbridge High School including a committed and focused student body and staff, outstanding facilities, strong relationships with the community and school partners, supportive Governors and a thriving sixth form. We value the successes of every child, whatever their starting point, as a truly comprehensive and multicultural school that reflects life in modern Britain. You will enjoy the reward of working with a wide range of students, from a variety of backgrounds.

The current leadership team has developed and implemented a number of changes to the approach we take towards learning, teaching and progress. These include rigorous self-evaluation, close monitoring of the impact of teaching on learning and highly individualised student and group tracking. Our Teaching and Learning Community lead on numerous initiatives to support this, for example, developing our marking and feedback process and the forensic analysis of strengths and weaknesses in teaching standards. An extensive CPD programme is open to all staff at all levels and impacts highly on our practice. We have a strong vertical house system which supports both the academic and pastoral development of our students.

We are determined to eradicate any disadvantage, particularly through poor literacy and numeracy on entry to Uxbridge High School, allowing our students to compete in a national context. This is one of the school's biggest challenges and one which needs a systematic, whole school focus, linked to a curriculum that is innovative, exciting and ultimately leads to student success. To this end we are constantly reviewing our curriculum pathways across the school to respond to the national accountability mechanisms, whilst balancing the need to do the best for our students.

As Principal I operate with an authentic and distributive leadership style. To support this I am looking for leaders and staff who subscribe to an open and trusting culture, who can bring a collaborative and 'can do' solution-focused attitude and who know that the only way to achieve excellence is to maintain and motivate our high-performing teams across the school.

The successful candidate will demonstrate their unrelenting energy, drive and dedication to make Uxbridge High School a school that can guarantee to maximise student progress and achievement through an outstanding education.

If you feel you can meet the needs of all of our students without limitation, and are excited to support Uxbridge High School on its journey, then I look forward to hearing from you further.

PROUD TO MAKE SUCCESS HAPPEN

Uxbridge High School is an ambitious and dynamic academy with over 1,200 students aged 11 -18.

Our vision

Uxbridge High School will be a school of choice where:

- through outstanding teaching, inspirational opportunities and exceptional learning we open minds and develop unique individuals.
- students and staff have the best possible environment in which to achieve, progress, learn and thrive. They are positively focussed, determined and demonstrate respect for all.
- we are at the heart of our local community, a school in which all students, parents, staff, stakeholders and partners are PROUD to make success happen.

Our values

Our values have been developed by students and staff and form the basis of our ethos and culture. All members of our school community subscribe and work towards always being:

Positive
Respectful
Open Minded
Unique
Determined
Proud to Make Success Happen

Our students

Our students are the strength and lifeblood of the school and consequently their needs are at the centre of all that we do.

Although the majority of our students live within 3km of the school, they have a diverse cultural and ethnic heritage. Of our students, 40-50% have roots established locally over several generations, whilst others are first generation arrivals from Eastern Europe, Africa and Asia. We celebrate the diversity of our community and inclusion is at the heart of our culture.

Our team

We have energetic and dedicated teachers, middle and senior leaders at Uxbridge High School. The governing body is well established and is resolved to drive ever further improvements in standards by working with the school and leadership team.

The profile of the teaching body, including curriculum leaders, is young. Uxbridge High School was the first school in the UK to fully adopt Teach First and we are constantly looking for new and innovative ways to recruit and develop all of our staff.

Our facilities

We are fortunate to have an open campus with extensive playing fields. Our original school building, dating from the early 1900s is still in use and is complemented by developments in the 1970s, 80s and 90s. You will work in an exceptionally well-maintained school with high spec specialist classrooms, laboratories and facilities.

Our most recent accommodation includes an excellent £6m Sixth Form centre, a state-of-the-art full size indoor sport facility and a new £2.1m Art and Drama centre.

Our partnerships

To ensure the best opportunities for our students we have strong relationships with a number of local universities and partner schools in Hillingdon, nationally and internationally. We also work closely with organisations such as Teaching Leaders and the Royal Shakespeare Company.

Our website

Our website (www.uhs.org.uk) and twitter accounts (@UxbridgeHighSch, @UHSPrincipal, @UHSPE, @UHS_PA; @UHSCPD) give a fantastic insight into the life of the school and are used widely by parents and other stakeholders. Please do have a look at these before making an application.

Our location

Uxbridge is in the borough of Hillingdon in West London. We are in an urban area with a rapidly expanding population, but have easy access to the green spaces surrounding London. The school is close to Uxbridge town centre, which is served by bus and tube links to central London. The M4 and M25 motorways link us to the national road network and Heathrow Airport provides global connections.

Key school facts and statistics

Type of school	Converter Academy since June 2011
Age range	11-18
Number of students	1,244
Number of teaching staff	76 teachers
Pupil Premium Students	38%
Number of Statemented Students	8
Students from minority ethnic groups	68%
% of Students whose first language is not English	47%
GCSE A*-C incl. En/Ma:	56%
Attainment 8:	46 C-
Ebac:	21%
A-level results 2016 APS per A Level entry:	26 new points (202 old points) C-
Vocational 2016 APS per entry:	36 new points (226 old points) Distinction
University admissions	66%

PROFESSIONAL DEVELOPMENT AT UHS

Uxbridge High School proudly offers an all-encompassing professional development programme for all staff employed by the school. Our range of professional development opportunities support colleagues with their individual needs facilitating success for all.

Time is dedicated to CPD throughout the year for staff in which the training offered has been consistently judged as very high quality. We use the CPD budget creatively to invite engaging and relevant guest speakers to the school as part of our highly engaging development days.

In modern times we understand that there is an increasing desire for accredited qualifications including Masters qualifications and we are proud to confirm that we support colleagues in their pursuit of higher and further education.

Our commitment to outstanding leadership is illustrated in our short, medium and long term training courses for leaders at all levels. We host the Teaching Leaders course for middle leaders as part of our package and work closely with a number of local schools to enrich our offer.

Furthermore we support colleagues as appropriate in attending external CPD courses. For example, colleagues may request to attend exam board feedback or subject specific external courses to support their development and therefore all colleagues are encouraged to be pro-active in seeking their own individualised professional development opportunities.

Support for colleagues joining Uxbridge High School

Starting a new school is challenging for all staff regardless of their position. At Uxbridge High School we go that extra mile to ensure all staff experience a comprehensive induction and are intensively supported during their first term.

We provide all staff with a full induction covering key policies and procedures relevant for Uxbridge High School and all teaching staff experience an additional session focused on teaching and learning pedagogy and securing at least good progress for all students. We refer to this as our 'flying start' programme and have thus far received 100% positive feedback on the outcomes. We trust that colleagues joining our existing strong team will flourish.

Initial Teacher Training and Newly Qualified Teachers

Uxbridge High School has developed an extensive and comprehensive programme of Initial Teacher Training and we have a very successful history of working with PGCE students, Teach First participants and NQTs. The induction support programme is an individualised programme of support, monitoring and guidance which aims to develop participants into outstanding practitioners. We work incredibly hard to ensure that the statutory requirements are not only met, but exceeded, to ensure a positive and rewarding experience for all involved. This is built upon effective CPD, experienced subject and professional mentors and a drive to ensure that we make success happen.

Initial Teacher Training (ITT)

Uxbridge High School supports a number of student teachers studying for their Post Graduate Certificate in Education through their school experience. Currently we have partnerships with Brunel University, The Institute of Education and Kingston University taking students in a variety of subjects. Many of these

institutions have recently been graded as outstanding by Ofsted and therefore we can be sure that we are working with the very best training providers. Student teachers are provided with a full support network to develop their professional practice. They take part in weekly CPD sessions which are specific to their training needs, have regular meetings with both a subject and professional mentor and regular developmental observation.

Newly Qualified Teachers (NQTs)

At Uxbridge High School we have a full NQT programme which aims to support newly qualified teachers in their development as professionals. This consists of weekly CPD sessions, strong mentor partnerships and on-going observations. The training programme is under continued evaluation in order to ensure that it has the desired impact for all participants. Uxbridge High School works closely with the local authority to ensure effective provision and support for all NQTs in them completing their induction year.

We aim to provide all NQTs with opportunities to:

- gain experience of working with young people in the classroom and general school situation;
- develop a range of teaching strategies;
- gain experience in planning, teaching and evaluating lessons and schemes of learning;
- develop skill and understanding in classroom management techniques;
- gain the confidence and skills to establish a purposeful learning environment;
- observe other teachers;
- gain experience of school, department and pastoral organisation; and
- develop the ability to work positively with young people, colleagues and parents.

Teach First

Teach First is an organisation which aims to address educational inequality for children from low socio-economic backgrounds by narrowing attainment gaps. Uxbridge High has a strong history of involvement in the Teach First programme, being one of the original start up schools. Our Teach First participants receive a full support programme which is based on a strong partnership between Teach First and Uxbridge High School. As well as developing as teachers, the participants complete academic studies which support their professional development. Each teacher gets a full programme of weekly CPD sessions, a number of mentors who they meet with regularly and frequent observations with developmental feedback.

UXBRIDGE HIGH SCHOOL JOB DESCRIPTION: TEACHER OF MATHEMATICS

Responsible to:	Curriculum Leader
Grade:	Main / Upper Pay Range (inclusive of Outer London Weighting)

Overview of role expectations

In this role you will carry out the professional duties of a school teacher (as specified in the Teachers' Pay and Conditions Act) in accordance with any directions which may reasonably be given by the Principal / Leadership Team line manager / Curriculum Leader.

Responsibilities and Tasks.

1.	Teaching and Learning • To plan and prepare courses and lessons. • To teach, according to their educational needs, the students assigned to you, including the setting and marking of work, including homework. • To assess, record and report on the development, progress and attainment of students. • To have regard at all times to the curriculum for the school.
2.	Other activities: • To promote the general progress and well-being of individual students and any class or group of students assigned to you. • To provide guidance and advice to students on educational and social matters and on their further education and future careers. • To make relevant records and reports including those for communicating and consulting with the parents of students. • To communicate and co-operate with persons or bodies outside the school. • To participate in meetings arranged for any of the purposes described above. • To be involved in extra-curricular school activities.
3.	Assessment and Reports: • To provide or contribute to oral and written assessments, reports and references relating to individual students and groups of students.
4.	Appraisal: • To participate in arrangements made in accordance with the Uxbridge High School Appraisal Policy.
5.	Review, Further Training and Development: • To review from time to time your methods of teaching and programmes of work. • To participate in arrangements for your further training and professional development as a teacher.
6.	Educational Methods: • To advise, participate and co-operate with Curriculum Leaders and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.
7.	Discipline, Health and Safety: • To maintain good order and discipline among the students and safeguard their health and safety both on and off the school premises. • To act in accordance with school policies on health and safety issues.
8.	Staff Meetings: • To participate in meetings at the school as necessary.

9.	Administration: • To participate in administrative and organisational tasks related to such duties as are described above, including the management or supervision of persons providing support for the teachers in the school and the ordering and allocation of equipment or materials. • To attend assemblies, register the attendance of students and supervise students, whether these duties are to be performed before, during or after school sessions.
10.	Cover: • To cover for absent colleagues when unforeseeable circumstances arise and to suit the business needs of the school.
In addition the role includes adherence to all safeguarding and other policies and procedures in place at Uxbridge High School and regular contact with students, parents, other staff employed at the school, school governors and outside bodies. You will work under the reasonable direction of the Principal / Leadership Team line manager / Curriculum Leader.	
Name of Post Holder: Signature: Date:	

UXBRIDGE HIGH SCHOOL PERSON SPECIFICATION: TEACHER OF MATHEMATICS

Criteria
Qualifications / Education / Training
1. Qualified Teacher Status / PGCE or working towards.
2. First degree.
3. Evidence of continuing and recent professional development and/or further degree.*
Experience
4. Successful teaching experience at either school(s) or on main teaching practice.
5. Track record of good or outstanding lessons.
Skills, Knowledge and Abilities
6. Ability to be an imaginative and effective teacher and to relate well to children.
7. Ability to teach all ability groups, meeting the needs of all students including those with SEN.
8. Ability to teach Mathematics across the school up to and including A Level.
9. To have an updated knowledge of the delivery and assessment of the national curriculum.
10. Ability to maintain high levels of student engagement.
11. Ability to manipulate data and to access and maintain electronic records and reports.
Equal Opportunities
12. Commitment to equal opportunities and inclusion.
13. Ability to promote and support the school's Equality and Diversity Policy.
Disposition
14. Ability to work hard with competing deadlines, prioritising appropriately and maintain good humour.
15. To be interested in children as individuals, in how they learn and be committed to the comprehensive ideal.
16. To believe in the importance of teamwork and a collaborative approach, and be able to build supportive working relationships with colleagues both within and outside the curriculum area.
17. A willingness to commit time to extra-curricular activities.
18. Demonstrate an innovative, diligent, "can do" attitude.
19. Energetic and enthusiastic, with a naturally positive outlook.
20. A willingness to be involved in curriculum development.

*desirable

ADVERT

Uxbridge High School,
The Greenway,
Uxbridge
UB8 2PR

Mathematics – Assistant Curriculum Leader, or Whole School Numeracy Co-ordinator or Teacher.

Full-time or part-time available

Required for: January 2018 or September 2017 if available.

Salary:

Teacher: Main / Upper Pay Scale.

Whole School Numeracy Co-ordinator: TLR 2A.

Assistant Curriculum Leader – Key Stage 5: TLR 2B.

There is the possibility of a TLR 1a for experienced colleagues who are appointed to the additional post of House Leader.

Other benefits: Salary inclusive of Outer London Weighting, membership of a private healthcare scheme (Benenden).

PROUD TO MAKE SUCCESS HAPPEN

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THE ROLE

The school is seeking to appoint an additional member of staff to work within our hard working and dedicated Mathematics team and would welcome applications for a teacher, a Whole School Numeracy Co-ordinator or an Assistant Curriculum Leader. The teacher vacancy is open to either an experienced or newly qualified teacher. The post of Whole School Numeracy Co-ordinator is open to a teacher wishing to take on their first responsibility post and the post of Assistant Curriculum Leader would suit a more experienced professional looking to take up a middle leadership post focusing on Key Stage 5. We would be willing to consider applications from staff wishing to work a 0.6 or 0.8 timetable.

We would particularly welcome applications from more experienced colleagues looking to combine a teaching post with the whole school pastoral role of House Leader for which a TLR 1a is available.

This role is pivotal to our success, the successful candidate will be:

- leading by example, through outstanding practice and professionalism;
- caring about students, their learning, and their futures;
- driven to make a difference, to overcome barriers, to be relentless in enabling all students to make exceptional progress;
- committed to your own personal development and to collaborative, consultative working.

We would welcome applications from exceptional teachers and leaders who can evidence their experience of delivering innovation and aspiration and who can make an integral contribution to Uxbridge High School.

We are committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the DBS.

Please take the time to view our website (www.uhs.org.uk) before making an application. This gives a fantastic insight into the life of the school.

HOW TO APPLY

Please complete the attached application form prior to the closing date. The application form includes career history and contact details and, therefore, a CV is not required. A supporting letter can be included if you wish and should be no longer than 2 pages of A4. Ensure that you detail how your experience and skills meet the Person Specification.

Closing date for applications: 3 July 2017 at 4.00 pm.
We reserve the right to close vacancies early if we have sufficient suitable applications. Therefore we encourage interested applicants to submit an application as soon as possible.

Interviews will be held as soon as possible thereafter.