



WINCHESTER  
COLLEGE

# HEAD OF MATHEMATICS

CANDIDATE INFORMATION PACK

CLOSING DATE FOR APPLICATIONS  
FRIDAY 28 FEBRUARY 2025

Early applications are encouraged, and the school reserves the right to close the application process early should a suitable candidate be found.









## PART I: THE MATHEMATICS DEPARTMENT

### The Mathematics Department

Following the appointment of the current Head of Mathematics to Deputy Headship at another school, Winchester College seeks to appoint a well-qualified, able, and inspiring Head of Mathematics.

The successful candidate, who will teach throughout the school, will join a thriving Mathematics Department that has 16 teachers. The department is well qualified, and several teachers have research degrees in various disciplines – Pure Mathematics, Applied Mathematics and Physics. Some also teach in the Physics and Computer Science departments. All colleagues find the Mathematics Department a stimulating and collegial place in which to work and teach. Mathematics teaching at Winchester College satisfies the pupils' vast appetite for the subject, and its teachers believe that learning in Mathematics should be enjoyable, memorable, rigorous and challenging. It has a flourishing and extensive outreach programme, and strong connections with state schools, both primary and secondary.

A large majority of the pupils in the upper and lower sixth forms (which will expand further in 2026 as girl boarders are admitted) study Mathematics; and of these around half also take Further Mathematics. In Summer 2024, 84% of our GCSE candidates achieved a grade 8 or 9, and at A-Level, over 70% of all Mathematics and Further Mathematics grades were at A\* or A grade. The higher sets throughout the school participate in the various activities of the UKMT, with excellent results. For example, in 2024, 25 pupils qualified for round one of the British Mathematical Olympiad.

## PART II: ABOUT THE ROLE

Winchester College seeks to employ professionals who carry out their duties responsibly and with regard for the best interests of the students and College. Consistently high-quality teaching is the aim of every teacher and the entitlement of every student. The teacher in this formal academic leadership role exercises accountability for the pedagogy of others by creating and sustaining the conditions to achieve the best for all learners in terms of standards, well-being and progress.

The Head of Department plays an instrumental role in ensuring Winchester College meets its strategic aims. They should share in the ethos and vision of Winchester College and support its strategic aims and indeed contribute to them.

They should then lead and demonstrate this strategic vision within their department.

**In addition to the general duties and responsibilities of a teacher at Winchester College the successful candidate will aspire to lead the highest-achieving department within the College by ensuring:**

### **Outstanding Teaching**

- i. there is consistent high-quality teaching and learning within the department
- ii. schemes of work are well-thought through, ensuring sequential learning that supports the curriculum
- iii. develop a culture of collaboration where colleagues share resources effectively and look to develop new material to ensure that pupils make progress
- iv. regularly discuss teaching and learning at departmental meetings
- v. engage critically with research and developments in the curriculum
- vi. promote and support learning beyond the subject boundary, e.g., literacy, numeracy, well-being, interdisciplinary learning and digital literacy
- vii. foster innovation by encouraging the use of emerging technologies and evidence-based practices in teaching
- viii. stimulate an appetite for professional learning that is valued, has an impact upon pedagogy and supports professional growth across the Department.

### **The Head of Mathematics will:**

#### **Leadership of staff**

- i. provide constructive challenge and support to develop a high-performing and cohesive department team.
- ii. chair regular department meetings and keep accurate minutes
- iii. undertake the annual review of Dons in the department
- iv. support the astute deployment of staff to meet the departmental aims
- v. agree the teaching allocations each year with the Director of Studies
- vi. actively promote exceptional pedagogy and evidence-informed practice.
- vii. undertake lesson observations of all staff and provide constructive feedback
- viii. monitor the quality of assessment and feedback across the department
- ix. encourage the ongoing personal development of staff to ensure that pedagogy is relevant and up to date
- x. deal sensitively with staff, recognise individual needs and take account of these in securing a consistent team which promotes wellbeing
- xi. work with senior leaders, where appropriate, when an issue with a member of staff emerges
- xii. proactively support the development of Early Career Teachers and their professional growth.
- xiii. work with the Director of Studies to manage teacher cover within the department

#### **Data Analysis**

- i. use data effectively to identify pupils who are underachieving in the subject and, where necessary, create and implement effective plans of action to support those pupils
- ii. analyse the departmental public examination results and internal examinations
- iii. investigate any anomalies between classes and intervene, if necessary
- iv. ensure that members of the department input data that accurately reflects the ability and the true characteristics of a pupil

## **Personal Development**

- i. engage in reflective practice and maintain a growth mindset to enhance leadership capability
- ii. build and sustain professional and personal credibility by modelling their commitment to on-going professional learning, integrity and ethical practice
- iii. continuously widen their knowledge and understanding of leadership and management concepts and practices related to their context and work collaboratively with others to ensure this is embodied in practice
- iv. keep up to date with and respond to national and international developments in the subject area and pedagogy
- v. encourage a culture of lifelong learning within the department

## **Development of Culture and Collaboration**

- i. have a genuine desire to do the best for their pupils and staff
- ii. support and enable a culture of trust and respect
- iii. establish a culture where staff and pupils can learn from their mistakes
- iv. build a climate of mutual support in which effective collaboration flourishes within the Department to spread effective pedagogy
- v. work collaboratively and constructively with members of the Leadership Team

## **Scholarship**

- i. to develop a culture of scholarship within the Department to enrich and elevate the intellectual life of the school
- ii. encourage and support colleagues who wish to engage in and pursue rigorous, scholarly projects in their own discipline, especially those resulting in academic publications and position Winchester as a leader in education

## **Communication**

- i. communicate effectively, orally and in writing, with leadership, other colleagues, pupils, parents, governors, external agencies and the wider community
- ii. encourage good communication with, and between, staff who teach and support the subject
- iii. encourage the use of pupil voice within the department
- iv. ensure that written reports are of consistent high quality across the department
- v. meet and communicate with parents, staff and pupils as required

## **Compliance**

- i. produce and implement a departmental development plan on an annual basis
- ii. attend meetings of the Academic Curriculum Committee (HoD Meetings)
- iii. assist in the preparation of pupils for university interviews
- iv. support timetabling and rooming where relevant
- v. work with the Director of Studies to determine the examination board for public examinations
- vi. take responsibility for the management of the marking of coursework and NEA work across the department
- vii. ensure that pupils are fully prepared for their public examinations
- viii. support senior leaders and the examination office in all aspects of the public examination process
- ix. ensure that the school behaviour management policy is adhered to within the department
- x. take responsibility for the setting and marking of entrance tests and interview external candidates wishing to join the school and take the subject
- xi. oversee the setting of pupils within the department
- xii. monitor and develop, as necessary, the extracurricular life of the department (trips, visits, speakers and school-based and national competitions)
- xiii. work with senior leaders to ensure that the department is ready for inspection
- xiv. monitor staff absence and liaise with the Director of Studies
- xv. support senior leaders during the process of internal and external recruitment of staff

- xvi. contribute to employment processes e.g. capability, disciplinary, requests for flexible working, and any matters regarding employee relations
- xvii. in conjunction with the Director of Studies, the Head of Department will be responsible for the overall preparation and effective management of the departmental budget
- xviii. be involved with the design of whole-school policies and procedures where relevant
- xix. develop new and maintain existing links with external stakeholders, such as relevant heads of subject in prep schools and university departments
- xx. ensure compliance with safeguarding and child protection policies in all departmental activities







## PART III: PERSON SPECIFICATION

### Essential

- an excellent Honours degree in Mathematics or a closely related discipline
- the ability to teach A-level

### Key Qualities

The successful candidate will be/have:

- the ability to inspire and motivate pupils
- the enthusiasm, energy and confidence to lead and manage a team
- excellent interpersonal skills
- emotional intelligence and the ability to empathise with staff, parents and pupils
- good time management skills, and superb organisation
- the ability to use initiative and exercise excellent independent judgment
- the resilience and stamina needed to deal with the demands of boarding school life
- a genuine enthusiasm to contribute to the wider life of the school, with the ability, skills, and experience to contribute in some capacity to the school's extra-curricular activities
- commitment to promoting and embedding an inclusive culture, with equality of opportunity for all





## **PART IV: BENEFITS, TERMS AND CONDITIONS AND APPLICATION**

### **Start Date**

This appointment will commence in September 2025.

### **Salary**

Winchester has its own generous salary scale, which is above the national scale. In addition to salary, the school allocates a Special Responsibility Allowance (SRA) to Heads of Department.

### **Accommodation**

Accommodation may be available with this position.

### **Induction and Continuous Training and Development**

The school is fully committed to the induction, training and development of all our staff, with staff supported to grow and reach their full potential. All staff are well assisted when they arrive, with help and advice available from Heads of Department, Housemaster/mistress, the Dean Academic and Strategy, who has specific responsibility for overseeing the induction process, and the Director of Studies.

All members of the Common Room are encouraged to pursue continuing professional development. We provide extensive training opportunities both internally and externally, delivered by both our own staff and external providers, varying from highly practical First Aid courses to seminars and learning lunches on many aspects of teaching and learning.

There is an annual professional development review offering the opportunity to reflect on professional practice and development opportunities.

### **Private Health Care and Pension**

The successful applicant will be enrolled in the school's Corporate Health Scheme in accordance with the current rules of the scheme. Membership of the scheme does not extend to family members and is a taxable benefit in kind.

A generous pension scheme (either Teachers' Pension Scheme or Defined Contribution (DC) Scheme) and Life Cover (4 times salary) are part of the package.

At Winchester College, teachers may choose to participate in the Teachers' Pension Scheme (TPS), for which the cost to the College of employer pension contributions is capped at 23.68%. The required employer contribution to the TPS is currently 28.68%, and the 5% differential is deducted from the employee's gross salary.

Alternatively, teachers may choose to join the Direct Contribution Scheme for which the default employee and employer contributions are 9% and 21.5% respectively. Under this Scheme, you have the flexibility to reduce employee and employer contributions, with a minimum contribution of 5% for employee and 5% for employer contributions. If you choose an employer contribution lower than 21.5%, the difference, net of additional employer payroll costs, will be paid as non-pensionable salary via salary exchange.

### **Probation and Notice Periods**

The first twenty-four months of employment will be a probationary period. Regular reviews with line managers take place over the probation period with the opportunity to discuss progress, identify any areas for action and ensure there is appropriate guidance and support in place to enable successful completion of the probationary period.

During the probationary period, the notice required by either party to terminate employment will be one month within the first term of employment. After the first term, the notice required by either party to terminate employment will be one full term.

Once employment is confirmed, the notice period will be one full term.

### **Annual Leave**

This teaching position follows the academic calendar, with periods of independent work and research expected during designated school holiday periods.

### **Wider Benefits**

- Free staff lunches during term time
- Free membership of Edapt, providing legal support, confidential counselling and other services
- Free use of some sports facilities and discounted hire charges for others
- Cycle to work scheme
- Access to a rich programme of cultural, musical, theatrical and sporting talks and events
- Employee Referral Scheme, with a reward of up to £250 for staff (subject to scheme conditions)
- Reduced green fee rates for local golf course

### **Enhanced Disclosure Check**

As Winchester College is an educational establishment, a condition of employment will be that the successful candidate must consent to the school obtaining an Enhanced Level Disclosure Check through the Disclosure and Barring Service (DBS). This will reveal all spent and unspent convictions, warnings, cautions and bind-overs. A policy on the recruitment of ex-offenders is available on the school's website.

Safeguarding is one of the primary responsibilities of this role. The jobholder is responsible for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact with, and will need to adhere to and ensure compliance with the school's [Child Protection and Safeguarding Policy](#) at all times. A Head of PRS should be conversant with the responsibilities and procedures detailed in this policy and with the [Department for Education's Keeping Children Safe in Education](#). If, in the course of carrying out the duties of the post, the Head of PRS becomes aware of any actual or potential risks to the safety or welfare of children in the school, they must report any concerns to the school's Designated Safeguarding Lead or in their absence the Deputy Designated Safeguarding Lead.

### **References and Other Pre-employment Checks**

The appointment will be dependent upon the receipt of a successful medical check and satisfactory references. The College will usually seek references from shortlisted candidates before interview and may approach previous employers for information to verify particular experience or qualifications. At least one referee must be the current or most recent employer. Where applicants are not currently working with children but have done so in the past, one referee must be the person by whom they were most recently employed when working with children.

## **HOW TO APPLY**

Please attach a full CV and covering letter with your application.

**Closing date for applications: 28 February 2025.**

Please note that applications will be dealt with as they arrive. Winchester College reserves the right to appoint before the deadline passes.

**Interviews are expected to take place on during the week beginning Monday 3 March 2025.**

Those wishing for an informal conversation about this role are invited to speak to Andrew Reeve, Director of Studies [apr@wincoll.ac.uk](mailto:apr@wincoll.ac.uk).

If you have any questions about this vacancy or the recruitment process, please email [recruitment@wincoll.ac.uk](mailto:recruitment@wincoll.ac.uk).

Further information about the school can be found at [www.winchestercollege.org](http://www.winchestercollege.org).

## APPLY HERE

### Data Protection

Winchester College collects and processes relevant personal data as part of its everyday operations and is obliged to process it in accordance with the Data Protection Act 2018. The school is the Data Controller of this data under the Act and is registered with the Information Commissioner's Office; its registration number is Z5751669.

Any queries about this policy or how personal data is processed by the school should be referred to the Data Protection Liaison Officer.





## PART V: ABOUT WINCHESTER COLLEGE

Winchester College was a pioneering institution when it was founded in 1382 and continues to be a global leader in education today. Renowned for its intellectual excellence and impressive academic record, Winchester is sought after for its combination of superb teaching, outstanding pastoral care, and an exceptional breadth of sports and other activities.

Winchester currently has 735 pupils from Junior Part (Year 9) to Sixth Book (Years 12 and 13). The majority of these pupils are boarders, with around day pupils (boys and girls) in each year in Sixth Book. The first girl boarders will join in 2026.

At all levels Winchester encourages pupils to look beyond the curriculum. We are famous for Div, our unique programme of cultural studies which promotes independence and flexibility of mind and offers an excellent preparation for university study. In these lessons, pupils engage in wide-ranging inquiry across disciplinary lines, from English Literature to Ancient History to the History of Science.

Pupils in the Sixth Form study linear A-level courses and will ordinarily study three A-level subjects and Div, with the option of Extended Project Qualification (EPQ). Linear A-levels are complemented by the flexibility of both Div and the EPQ where pupils are able to explore their cross-curricular research interests more deeply.

Music has been central to life at Winchester ever since its foundation, and the school is unique in having maintained its Choral Foundation to the present day. The Music Department is now one of the leading departments in the country and offers outstanding opportunities to all.

Sport is a major part of Winchester life, supported by the recent opening of a state-of-the-art Sports Centre. There are many fixtures against other schools and excellent facilities allow all pupils to enjoy and participate in a variety of sports and enable the most talented and driven pupils to train and compete at the highest level.

Much energy is also invested in the Combined Cadet Force, the Duke of Edinburgh Award Scheme, Community Service, and in links with local primary and secondary maintained schools. This commitment provides pupils with many opportunities to work for the benefit of others, inside and outside the classroom, developing the knowledge and skills, and the rights and responsibilities, which will enable them to grow into valuable and productive members of society.

Pupils eat all meals in their boarding houses, talking with their Housemaster/mistress, and interacting with friends, visitors and teachers. We believe that conversational ability, developed both inside and outside the community, equips pupils to talk to anyone, about anything, in practically any situation. This unparalleled combination attracts pupils from across the world, making Winchester a truly international and diverse community which celebrates every pupil's individuality, passions and potential.

Winchester College is committed to maintaining the Founder's original intention of offering an outstanding education to any pupil who would benefit from it, regardless of their financial circumstances, and many of the pupils in the College are being helped financially through the school with substantial bursaries.

Winchester College is committed to providing a respectful and inclusive workplace and a fair and supportive environment for all. We attract staff with a diverse range of backgrounds, experiences and perspectives, and we work hard to recruit from the widest possible pool of talent, believing that this is for the benefit of our pupils and every member of our community.

**Sustainability** :You can learn more about our goal of creating a more sustainable school [here](#).



X: @WinColl

Instagram: @winchestercollege

Winchester College

College Street

Winchester

SO23 9NA

[www.winchestercollege.org](http://www.winchestercollege.org)