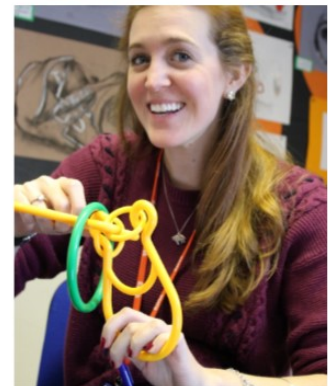


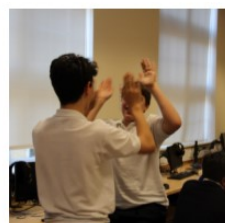
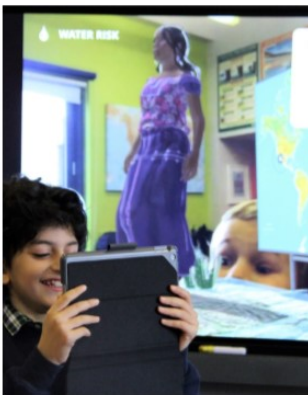


Appointment of Mathematics Teacher Full Time, Maternity Cover Candidate Information Pack wef September 2021



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Mathematics Teacher Full Time, Maternity wef September 2021

The Mathematics Teacher is appointed by the Headmistress and is responsible via the Head of Mathematics to the Deputy Head Academic (DHA), in academic matters and the Deputy Head Upper School (DHUS) in pastoral matters.

We are seeking a highly motivated Mathematics Teacher who has a particular interest and aptitude for teaching in Years 6, 7 and 8 and has a real passion and flair for teaching and learning.

We are keen to hear from ambitious and inspiring teachers who have the drive and energy to ensure that our pupils achieve the highest standards. Applications from both experienced and newly qualified teachers are welcome.

The successful candidate will benefit from excellent facilities and resources combined with a competitive salary package well above the National Teacher Pay Scale for Inner London.

The successful candidate will be subject to child protection screening, including a DBS check and barred list check.

THE SCHOOL

Established in 1991, Newton Prep is a thriving school for boys and girls, aged 3-13. The School is unashamedly ambitious for its pupils who have access to outstanding facilities. We want them to achieve their academic potential whilst also engaging in sport, art, music and drama.

We want them to involve themselves in the total life of the School, which includes after school clubs and activities and a wide range of trips. We celebrate the diversity of our pupils; we want our children to develop a strong sense of community, learning how to make a positive contribution to the community of Newton Prep and the world around them. The ethos and philosophy is one that is based on mutual respect and kindness shown to others.

Fundamentally, we want Newton Prep children to enjoy their precious childhood years.

In the school, there are currently over 600 pupils from Nursery to Year 8.

Further details can be found in the **Appendix: A First Look at Our School**

THE DEPARTMENT

We prepare children for transfer to secondary school at 11+ and 13+ to a range of schools which include the most competitive Senior Schools in the country and abroad. All rooms are equipped with SMART boards, a white board and computers. We use our excellent IT facilities to support the teaching of Mathematics throughout the school. Children are taught in ability sets and class sizes are capped at 20 pupils.

JOB DESCRIPTION

The responsibilities of the Mathematics Teacher include:

- The ability to teach high quality Mathematics lessons from Year 5 to Year 8
- Planning and teaching Mathematics lessons that reflect the various requirements of senior school entrance exams at 11+ and 13+
- Ensuring that lessons are well prepared and appropriate to the ability level of the pupils. This will mean providing challenge for our most talented pupils and giving support to those with special educational needs
- Using the principles of Assessment for Learning to ensure that all children make progress
- Marking, assessing and recording pupils' work in accordance with school/departmental policy and keeping up to date and detailed records
- Providing an attractive, organised and stimulating learning environment by ensuring that displays are relevant and changed on a regular basis
- Writing high quality end of term reports and communicating effectively on an on-going basis with parents about the progress of their child
- Being an Upper School Form Teacher and undertaking pastoral responsibilities as required
- Taking an active role in assessing children who are applying for entry to the school
- Attending and contributing to departmental and staff meetings
- Attending parent/teacher meetings
- Attending occasional school open mornings (which take place on Saturday mornings)
- Attending evening functions to support the PTA
- Covering duties such as playground, prep, lesson cover as directed by the Headmistress/Deputy Head Upper School
- Participating in the vibrant extra-curricular programme including running at least one after school club
- Being attentive to the special educational needs of pupils
- Attending and contributing to departmental and general staff meetings
- Participating in INSET

- Providing appropriate direction and guidance to the Numeracy Teaching Assistant during lessons
- Being punctual for lessons and arriving at school before the start of the school day
- Following guidance published in the staff handbook
- Such other comparable duties as the Headmistress may require from time to time

Person Specification

The Mathematics Teacher needs to have:

- An appropriate teaching qualification
- The ability to teach the Mathematics curriculum in KS2 & KS3, with a particular interest and aptitude for teaching in Years 6, 7 and 8
- Knowledge of the Mathematics curriculum in both KS2 & KS3
- Knowledge of strategies that support Assessment for Learning
- Good time management and organisational skills
- Excellent communication skills – both written and verbal
- Motivation to work with children
- The ability to communicate effectively with, and give direction to, the Numeracy Assistant and other Teaching Assistants who may from time to time assist in lessons
- The ability to form and maintain suitable relationships and personal boundaries with children and young people
- A strong cultural fit with the School's ethos and values with regards to enthusiasm, commitment and ability to take part in the full life of the school both during and outside teaching hours
- Positive attitude to behaviour management
- Interest in teaching methods relevant to children of high ability
- Skills and experience in providing differentiated teaching
- The ability to use ICT in day-to-day teaching including interactive whiteboards and the school's virtual learning environment
- Enhanced disclosure via the DBS

It would be desirable for the Mathematics Teacher to have:

- Knowledge of the Common Entrance and Scholarship syllabuses

Newton Prep is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

APPOINTMENT PROCESS

Newton Prep is committed to safeguarding and promoting the welfare of children and young people. This post is subject to an enhanced DBS including a barred list check and references that are satisfactory to the School.

The closing date for applications is **Tuesday 18th May 2021 at 9.00 am**. However, the School reserves the right to interview and appoint this position ahead of any advised application closing date should an appropriate candidate be found. Therefore, it is advisable to submit applications as early as possible.

Candidates should complete the School's application form electronically, and email to the HR Assistant: hrassistant@newtonprep.co.uk. If you have any queries about the application process, the HR Department can be contacted on 0207 720 4091 Ext 1254/1255.

The interview process will comprise teaching a 55 minute lesson, and a panel interview. Candidates will also be given the opportunity to have a full tour of the school. Interviews are expected to take place week commencing 24th May 2021.

SUMMARY OF TERMS & CONDITIONS

The following information provides guidance, without prejudice, on the expected main terms and conditions of employment.

A formal contract detailing the terms and conditions applicable to this position will be drawn up on receipt of our provisional offer of employment. Any offer of employment will be subject to satisfactory recruitment checks (including qualification, reference, ID, right to work and medical checks as well as satisfactory checks from the DBS and Teacher Regulation Agency).

Working hours: Normal school hours during term time are 8.15am to 4.30pm Mondays to Fridays. However the post holder will be required to work such hours as are necessary in the reasonable opinion of the Headmistress for the proper performance of their duties.

Pension: The school is currently part of the Teachers' Pension Scheme. The post holder will automatically be enrolled unless he/she expresses a wish to opt out.

Fee Remission: A discount of 50% is given on school fees for children attending Newton Prep (subject to satisfying the school's admission criteria).

Probation: This post is subject to a probation period of one year. The School may, at its discretion, extend the probationary period for a further period.

Performance Appraisal: The post holder's performance following satisfactory completion of their probation will be subject to a bi-annual review conducted by the Headmistress.

Other benefits: Staff gym, free on-site parking, travel to work loan, cycle-to-work scheme, free school lunch, tea and coffee during term time, 24 hour counselling and legal advice service, training and development opportunities.

APPENDIX: A FIRST LOOK AT OUR SCHOOL

Introduction and Background

Newton Prep is a successful and dynamic independent school offering a challenging education for boys and girls between the ages of 3 and 13. Although a relatively new school, it has benefited enormously over the past 28 years from founder Dr Walji's vision and generous financial backing and has grown from strength to strength. Newton Prep has no particular religious affiliations. It is academically selective from Reception. The current roll is over 600.

Our Vision is to provide the children in our care with a first-rate education in the knowledge that time is precious and irreversible. The education we provide should have a strong academic base, an imaginatively broad curriculum with provision for children with a range of abilities, including those with high aptitudes in specific subjects, giving a rich learning experience for all children. Moreover, the Newton education should have a lasting impact as children progress through their school years and throughout their lives, developing both intelligence and character. Our atmosphere should be full of happiness and enthusiasm with a sense of purpose and achievement as both pupils and staff aim high and good governance bolsters these aspirations. Our focus should be on developing ambition in the children to progress to the most appropriate senior school. Newton Prep should be a model for best practice in all aspects of prep education.

The School is unashamedly ambitious for its pupils and places a strong emphasis on the education of the whole person and attaches great importance to the teaching of Music, Drama, Art and PE as well as the more academic subjects. Our curriculum and extensive co-curricular programme, together with its House system, reflects the school's commitment to providing both high quality learning opportunities and strong pastoral support so that our pupils have the best opportunities to achieve their full potential and in order that our pupils reach their full potential and are successful in all areas of school life.

Mission Statement, Key Aims and Core Values



'If I have seen further than others, it is by standing on the shoulders of giants.'
'My powers are ordinary. Only my application brings me success.'
Sir Isaac Newton

MISSION STATEMENT:

Established in 1991, Newton Prep is a thriving school for boys and girls, aged 3-13. The School is unashamedly ambitious for its pupils, who have access to outstanding facilities. We want them to achieve their academic potential whilst also engaging in sport, art, music and drama. We want them to involve themselves in the total life of the School, which includes after school clubs and activities and a wide range of trips. We celebrate the diversity of our pupils; we want our children to develop a strong sense of community, learning how to make a positive contribution to the community of Newton Prep and the world around them. The ethos and philosophy is one that is based on mutual respect and kindness shown to others. Fundamentally, we want Newton Prep children to enjoy their precious childhood years.

OUR KEY AIMS ARE:

-  To ensure that every child is given opportunities to flourish and develop in all areas of school life
-  To listen and respond to the 'pupil voice'
-  To celebrate and embrace difference and diversity
-  To encourage every child to make their own positive contribution to the life of the School
-  To prepare each child very well for the range of senior school entrance examinations
-  To provide a forward thinking educational experience that equips the children for life in the future

Governance and Leadership

Newton Prep is a proprietorial school founded by the Chairman, Dr Farouk Walji. Newton Prep Ltd is the proprietor and responsible for the governance of the school through its Chairman (Dr Walji). Dr Walji is advised by the School Council, which has several sub-committees: Education, General Purposes, and Fees & Salaries. The School Council is made up of many eminent educationalists, and meets once a term to challenge and inspire the senior leadership team. A list of members of the School Council can be found on the school website.

The Head



The Senior Leadership Team is led by the Head, Mrs Alison Fleming, BA Theology, PGCE Pri, MA (Ed). Prior to her appointment in 2013, Alison was the Head of Dulwich College Junior School for four years.

Senior Leadership Team



Newton Prep has four Deputies: Deputy Head - Upper School (Years 3 to 8), Deputy Head - Lower School (Nursery to Year 2), Deputy Head - Academic and Deputy Head - Senior School Transfer. The SLT comprises the four Deputies and the Bursar.

- The Deputy Head – Academic (DHA) is responsible for the curriculum throughout the school and for matters of staff training and management.
- The Deputy Head – Upper School (DHUS) leads a team of Heads of Year and is responsible for the smooth running of the Upper School (Prep)
- The Deputy Head – Lower School (Pre-Prep) (DHLS)
- The DHUS and DHLS are the Designated Safeguarding Leads for their section of the school.
- The Deputy Head – Senior Schools Transfer (DHSS) is responsible for ensuring the smooth and successful transfer of Year 6 and 8 pupils to senior school.

Location

The school is conveniently situated in close proximity to Battersea Park; (3 minutes' walk; 4 minutes' journey from Clapham Junction and Victoria stations) and Queenstown Road train stations (5 minutes' walk; 4 minutes' journey from Clapham Junction and 7 minutes from Waterloo station). It is an area that is changing more dramatically than any other in central London due to the re-development of Battersea Power Station and the surrounding areas.

Facilities



Despite its central London location, Newton Prep, centred around an early 20th century elementary school building which has been extensively remodelled, has outstanding, spacious facilities which include:

- 300 seat auditorium
- 120 seat recital hall (and recording studio)
- music technology studio
- two dance studios
- 3 IT suites
- two libraries
- 3 state-of-the art science laboratories
- 2 art studios
- two gymnasiums
- sports hall
- full size floodlit all-weather pitch
- year-group learning pods for lower school children
- school garden

School Structure

Lower School: Two nursery classes lead onto four classes from Reception-Year 2. There are currently 48 children in the nursery, whilst class sizes in Reception-Year 2 range from 17-20 children. There is a full time Teaching Assistant in each class from Reception-Year 2 and both Nursery classes have a full time Teacher as well as a full time and part time Teaching Assistant. Music, French and PE are taught by subject specialists.

Upper School: There are four classes per year group from Year 3-Year 6, reducing to three in Years 7 and two in Year 8. Class sizes range from 16-20. Whilst many pupils (particularly girls) move to senior school at 11+, the number of children staying on in Years 7 and 8 has increased over the past three years. The curriculum is taught by subject specialists from Year 5 upwards; in Years 3 and 4, Art, Computing, French Music, PE are taught by subject specialists.

We prepare children for entry to some of the best senior schools in the country, both day and boarding. As many senior schools are now no longer requiring pupils to take common entrance examinations in all (if any) subjects, we are pioneering curriculum innovation in Years 7 and 8.

The Curriculum

Our curriculum is both broad based and demanding.

We achieve an effective balance in our educational provision through our well-organised timetable, and the delivery of age- and ability- appropriate subject matter. In the Upper School, there are six lessons a day, each lasting 55 or 50 minutes long. In the Lower School, the lengths of individual lessons vary according to the requirements of the subject. We follow the national Early Years Foundation Stage curriculum and use the National Curriculum for Key Stages One, Two and Three as the basis for all planning. We follow the ISEB Common Entrance syllabuses for 11+ and 13+ examinations (though the Newton Diploma has replaced CE in the humanities in Years 7 and 8), but the curriculum is not reduced to responding slavishly to examination demands. Subject specialist Teachers are deployed to enhance the children's learning experiences.

The School Day

The school day begins at 8.20am. For Upper School children the teaching day finishes at 4.00pm. There is a wide variety of extra-curricular activities for children from Reception to Year 8.

Pastoral Care

Pastoral Care is key to the excellent relationships that exist between our pupils and teachers. This includes discussions and group work with Form Teachers as well as a planned programme of PSHE lessons (Personal, Social and Health Education). Our Heads of Year also play a significant role in monitoring and addressing issues to do with pupils' emotional well-being. In addition, we have a full time Well-being Co-ordinator whose role is to support children with any social or emotional issues they may be experiencing.