



THE  
PORTSMOUTH  
GRAMMAR  
SCHOOL

**CURIOSITY**

**CREATIVITY**

**COMMITMENT**

**COURAGE**

**COMPASSION**

**COLLABORATION**

Join Us:

**Deputy Head (Teaching and Learning)**

To start September 2023 or January 2024



# INSPIRING FUTURES

PGS D&A  
AMBASSADOR



# THE PORTSMOUTH GRAMMAR SCHOOL

Thank you for your interest in the post of Deputy Head (Teaching and Learning) at The Portsmouth Grammar School.

This is a key position in the school and becomes available at a particular exciting time as we seek to develop a new educational strategy for the next 5 years which will enable our fantastic students to thrive, both now and in the future. We are looking to build upon the strong foundations that exist here, as indicated in our recent ISI EQI Report, and to push forward our Teaching and Learning provision through best practice and an innovative curriculum. The successful candidate will find that they will receive much support from a dynamic and committed Senior Management Team. They will also receive support from a compassionate and caring Common Room who are focused on seeing our pupils develop and flourish.

I am new in post, but have enjoyed every moment of my time at this wonderful school. I am excited to have the opportunity to appoint someone to this important role. I hope that you find plenty of helpful information in the attached leaflet as well as on the school website ([www.pgs.org.uk](http://www.pgs.org.uk)), but if there is anything further that might help you, please don't hesitate to contact us.

Mr David Wickes  
Head, The Portsmouth Grammar School



## About the School

Founded in 1732, The Portsmouth Grammar School has a rich history as the city's oldest school. Of humble origins, our founder William Smith flourished through spirit, endeavour, learning and vision for the future, becoming Mayor of Portsmouth and Physician to its Garrison. He was determined that, like him, the young people of Portsmouth should have access to a transformative education and develop a hunger for broader horizons. And so, in his will, he asked his Oxford college, Christ Church, to establish a school in the city where he had prospered.

Today, we honour the legacy of our Founder, while offering our pupils a forward-looking preparation for the modern world. We share an invigorating and joyful atmosphere; we celebrate curiosity and creativity both inside and outside the classroom; we nurture a cosmopolitan outlook and we are committed to being positive and powerful advocates for what we believe in. Underpinning all of this is outstanding pastoral care, academic excellence, and enormous breadth of co-curricular opportunity. This is a spirited and adaptable community, and personal human connections are at the heart of all that we do.



We wish the members of our community to be both happy and successful. Above all, we look to the future, and we prepare our young people to make a courageous contribution in our complex and changing world. We encourage our pupils to think not only about where they will be at 18 but where they aspire to be at 25. We prepare them to lead a fulfilled and purposeful life, to forge positive connections and to make positive change in the world beyond school, following their own individual pathway.

PGS enjoys superb facilities in a unique historic location, including a state of the art Science Centre, a Sixth Form Centre, the Health and Wellbeing Centre, a theatre and dining hall complex, a beautifully refurbished library, and its own excellent sports ground at Hilsea.

PGS is often described by visitors as having a vibrant and welcoming atmosphere, a view reinforced by our parents, pupils and staff. It is an exceptional place to work and this is a particularly exciting time for the School as a whole.

# 150+ Co-Curricular Clubs



Almost **1 in 5** pupils receive fee assistance

# COMMUNITY ACTION WORKPLACE

- 136 pupils
- 3060 volunteering hours
- 16 local organisations helped



**52.1%**  
of GCSE  
grades were  
9/8 in  
2022

**86%**  
A Level grades  
were A\* - B  
in  
2022





**170**  
CCF Cadets  
taking part in  
city-wide services

**192**  
pupils completing  
Bronze, Silver and  
Gold Duke of  
Edinburgh Award



**20**  
subjects offered at  
GCSE

**26**  
subjects offered at  
A-Level

**374** staff



**1926**  
representing  
PGS in sport  
across all  
levels

**500** pupils involved in  
correspondence with our partners in  
learning, Kikaaya College School  
Uganda



**60**  
concerts and  
music ensemble  
performances  
by pupils each  
year



# OUR AIMS FOR OUR PUPILS



**We wish the members of our community to:**

- Be happy and thrive
- Enjoy learning and pursue success to the best of their ability
- Be prepared for the changing world beyond school
- Make an active contribution and live purposeful lives
- Develop a sense of identity and to be their own person



## About the Role

The Portsmouth Grammar School is a leading co-educational school located in the historic heart of Portsmouth. It values the development of the whole person, placing emphasis on both academic achievement and co-curricular involvement. The school aims to support every pupil in order that they might achieve their potential.

The Deputy Head (Teaching and Learning) is a key member of the Senior Team, working closely with the Head in further fostering a culture of excellence and innovation in teaching and learning, in ensuring the school's educational provision continues to develop and innovate, in preparing the school for regulatory compliance and educational quality inspections, and in supporting staff professional development. The post holder will work closely with other members of the Senior Team and will have a significant input into the school's strategic development.

The post includes responsibility for the following areas. This role description is designed to be indicative rather than restrictive and will be subject to review.



## Teaching, Learning and Curriculum

- Ensuring that the school's educational provision develops and innovates in response to internal needs and external challenges, including in connection with the curriculum, pupils' skills and dispositions for learning, and the use of technology in support of teaching and learning.
- Directing the Senior School curriculum, curriculum policy and curriculum review, working with other members of the Senior Team and ensuring that it is effectively teaching the PGS Core values and ably preparing pupils for life at 25 in line with the school's aims and objectives.
- Maintaining regular liaison with the Head of Junior School, to ensure continuity of curriculum and effective pupil transitions between the Junior and Senior Schools.
- Promoting a whole-school ethos in teaching, learning and the curriculum, especially via line management of the Head of Learning Support and SENCO and the KS2-5 Literacy Coordinator in this aspect of their role.
- Maintaining and developing a culture of excellence, reflection and innovation in teaching and learning practice.
- Celebrating and sharing good classroom practice and ensuring that all staff have access to opportunities to develop their professional practice, as teachers and leaders.
- Promoting and developing the effective use of assessment to support teaching and learning.



- Ensuring that staff have access to latest educational research and supporting engagement with research through school-based initiatives.
- Overseeing the school's library provision, ensuring that this offers dynamic provision which encourages reading and scholarship.
- Developing and implementing a strategy for equipping pupils with the skills and attributes they need to flourish at school and in the workplace.

## **Inspection Preparation, Quality Assurance and Compliance**

- Leading the school's preparation for future ISI inspections, ensuring that the school is maintaining its excellent standards of pupil personal and academic development, is compliant with the relevant regulatory standards, and that all documentation is up to date as well as overseeing the proper maintenance of school policies and authoring a number of core policies.
- Line manage the Director of Compliance in this aspect of their role.
- Overseeing the school's programme of lesson observation and work scrutiny, and other methods for monitoring and sharing good practice.
- Oversee the Senior School teaching staff professional review (appraisal) and ongoing personal professional development processes.



## Staff Training, Induction and Professional Development

- Developing and delivering a strategy for the effective professional development and support of teaching staff, through PDD, Twilight Training, appraisal, and regular professional reflection and dialogue.
- Overseeing the induction programme, probation and appraisal processes for all new Senior School teaching staff, ensuring that these are effective and fit for purpose, and carrying out appraisal and probationary reviews.
- Co-ordinating Professional Development (INSET) days, in consultation with the Head.
- Overseeing whole-school Initial Teacher Training and support for UQTs, ECTs and RQTs, and line managing the whole-school ITT and ECT Coordinator in this aspect of their role.



## **In addition, as a member of the Senior Team, the postholder is expected to:**

- Deputise for the Head where required.
- Maintain an involvement in classroom teaching, though with a substantially reduced timetable, and contribute to the school's co-curricular programme.
- Attend school events as appropriate (e.g., concerts, fixtures, talks).
- Assist with the recruitment of new staff, for instance through lesson observation and interviewing.
- Contribute to the strategic plan and operational plan.
- Support pupil admissions processes.
- Lead processes connected with school policies e.g., the Complaints policy, as directed by the Head.
- Lead workshops for parents on relevant matters.
- Oversee effective and prudent use of budgets, liaising with the Bursar.
- Report to Governors meetings as required, particular the Education Committee, producing clear, comprehensive, and evaluative reports on your work, ensuring that key performance indicators are tracked and reported on with frequency and accuracy.
- Regularly evaluate your activity and the work of the departments you lead.
- Undertake other reasonable duties as directed by the Head.



### **How to apply:**

Candidates are asked to apply either through the link on our PGS website [www.pgs.org.uk](http://www.pgs.org.uk) or alternatively by using the online form linked to our advert on [www.tes.com](http://www.tes.com).

Any informal enquires about the role or how to apply are very welcome at [hr@pgs.org.uk](mailto:hr@pgs.org.uk)

The closing date will be 12 noon on Monday 20th February 2023 and early applications are welcomed. Interviews will be scheduled on Monday 27th February 2023 and candidates are asked to allow a whole day for the interview process.

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



THE  
PORTSMOUTH  
GRAMMAR  
SCHOOL