



# WEXHAM SCHOOL

## OPPORTUNITY, INSPIRATION, SUCCESS

### Teacher of History

### INFORMATION PACK





## WELCOME FROM THE HEADTEACHER



Thank you for your interest in joining a highly committed staff who want the best for all our students ensuring they are ambitious and hungry for future triumph. Wexham School is welcoming, vibrant and successful and I very much hope that you will join us.

Wexham is a highly regarded and successful non-selective maintained school which was judged to be 'Good' when last inspected by Ofsted. In 2013 GCSE results were placed in the top 5% of School's nationally based on progress, in 2014 this had risen to the top 4%. Our 2015 results improved again to 54% of students achieving 5+ A\*-C grades including Maths and English, the highest in the school's history for many years with 61% achieving 5 A\*-C grades at GCSE. Given the starting points of our students and that Slough is a selective authority, this progress and achievement is outstanding.

A key ingredient of this success has been the priority placed on creating an environment in which both students and staff have the confidence to flourish. My personal belief is that great schools, that demonstrate continuous or sustained improvement, are built on a foundation of highly qualified and committed staff, which can only be achieved through valuing all staff and investing in their professional development. We have a collaborative culture with supportive programmes for staff and this underpins our focus on teaching, learning and well-being. Students benefit both from this high quality teaching and from their unrivalled access to information and other learning resources opened up by the school's innovative use of technology.

The school hosts the Slough Schools Sport Network of which I am currently the Chairperson. It supports the school's ethos of outreaching and supporting the local community. As such our sports facilities are excellent.

As the Headteacher of Wexham I very much hope you will join me in what are exciting times ahead for the school and the community we serve as we expand from 5 ½ forms of entry to 8 including a multi-million pound building programme. If you want to join us then please do read on. I look forward to receiving your application and meeting you in the future.

Lawrence Smith - Headteacher



## Working at Wexham

Wexham School was awarded the NFER Research Mark in July 2015 following a significant cultural shift to create a vibrant research ethos that is widespread across the school. The school offers a range of research activity involving the great majority of staff and a genuine sense of enthusiasm and passion for enquiry.

Our staff take part in programmes of professional development such as NPQML and NPQSL. A number of staff are also supported by the school with a Master's in Education. A partnership with many higher education providers supports this process.

We have developed an extensive and personalised CPD/JPD programme with an emphasis on sharing good practice. It is very rare that our INSET days consist of the whole staff being talked at for extensive periods of times! Instead we use these days to specifically provide training opportunities to selected staff whilst majority use their time to continue their research and update practice as a trusted and committed professional. To support this all staff are provided CPD time as part of their timetable in addition to their PPA time.

NQTs, ITT and staff on assessment routes are fully supported as they work towards QTS. Our links with Brunel University's Teacher Training Department are well developed and assist this process. All staff have generous non-contact time in order for them to be developed and further benefit from mentors and coaches.

We share good practice continuously. Morning briefing is primarily used for this purpose. An open door policy around the school means anyone can observe at any time due to our collaborative and supportive approach. Wexham staff have led on CPD outside of the school at various events, including at PiXL, Local Authority Conferences and at Higher Education providers.

All staff are provided an with IPad. We have a well-resourced site which is located on the edge of Slough making it a peaceful and green place to work.

Most importantly our staff are friendly, welcoming and encouraging and this is reflected in the children who are fantastic to teach and support as we do everything we can to provide them the best opportunities and inspiration to be successful.



Sport Relief 2016

## OFSTED SEPTEMBER 2013

Wexham School is a slightly smaller-than-average non-selective secondary school with a sixth form in a grammar school area.

The standards achieved by students are rapidly rising because they make good progress. The proportion of students making outstanding progress is growing, including in English and mathematics.

The sixth form is good and the students achieve well.

The majority of teaching is good because teachers carefully match work to students' needs and abilities. Some teaching is outstanding. As a result, gaps in achievement between different groups of students are closing.

Governors know the school well and provide good challenge and support, with a clear focus on improving achievement and the quality of the teaching.

The vast majority of students respect each other, behave well and are keen to learn.

The proportions of students for whom the school receives pupil premium funding (additional government funding for students known to be eligible for free school meals, those who are looked after by the local authority and the children of services families), and of students eligible for the Year 7 catch up premium, are well above the national averages.

The proportion of disabled students and those with special educational needs supported by school action is above average, as is the proportion supported by school action plus or with a statement of special educational needs. The school currently has a specially resourced provision for 19 students with autism. The provision caters for the same age range as the main school.

The majority of students are from minority ethnic backgrounds. About two thirds of the students have a first language other than English.

The school exceeds the government's current floor standards, which set the minimum expectations for students' progress and attainment.

Students brighten up Wexham Park Hospital with jungle art.





## ADVERTISEMENT

Teacher of History – Start September 2016  
Wexham School, Norway Drive, Slough, SL2 5QP

Salary: MPS/UPS plus London Fringe Allowance

Wexham School is a friendly and vibrant school with a highly committed staff who want the best for all our students ensuring they are ambitious and hungry for future triumph. We, as a school community, have developed a “can do” attitude through collaboration and effective partnerships. We are a smaller-than-average, non-selective secondary school with a sixth form, situated in a grammar school area. We are a good school where students make good or outstanding progress. In 2014 we were in the top 4% of School’s nationally based on progress. In June 2015 a new Headteacher took up his appointment.

We require, for September 2016 (July start possible), a well-qualified and enthusiastic colleague to join our highly successful History Department. Applications from colleagues new to the profession are most welcome as is the ability to teach up to A Level potentially including psychology and sociology.

**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 an enhanced DBS clearance.**

**Closing date: Wednesday 27<sup>th</sup> April 2016 @ 12 noon**

To obtain an application pack please download the relevant attachments from our website [www.wexhamschool.co.uk](http://www.wexhamschool.co.uk) where further information can also be found about the school. Please note a new website will be launched in June this year!

If you have any other enquiries please contact Anita Brudenall-Jones on 01753 526797 or email [abj@wexham.slough.sch.uk](mailto:abj@wexham.slough.sch.uk).

### HOW TO APPLY

- To obtain an application pack and application form please download the relevant attachments from our website [www.wexhamschool.co.uk](http://www.wexhamschool.co.uk) where further information can also be found about the school. Please note a new website will be launched later this year.
- If you have any other enquiries you may contact Anita Brudenall-Jones on 01753 526797 or email [abj@wexham.slough.sch.uk](mailto:abj@wexham.slough.sch.uk).

#### The Appointment Process

- Applicants are asked to submit applications to: [abj@wexham.slough.sch.uk](mailto:abj@wexham.slough.sch.uk)
- The application form includes career history, which must be fully completed and accounting for any periods not in employment, and contact details and, therefore, a CV is not required. A supporting letter is required and should be no longer than two pages of A4:
- In your supporting letter please ensure that you detail how your experience and skills meet the Person Specification.

## Humanities

- Staffing:  
Senior Leader of Department  
Assistant Leader of Department X2  
Teachers of Humanities X9
- The department has a large suite of rooms dedicated to Humanities and additionally has a staff working area.
- In Years 7 and students study Geography, History and RE.
- Students start their GCSE courses in Year 9. All students choose either History or Geography. Many students also choose to study full course RE as a GCSE. Currently at A Level the department offers History, Sociology, Psychology and BTEC Travel and Tourism. The Sixth Form is growing and therefore it is hoped to expand the subject offer as humanities subjects are popular choices.
- PSICHE is taught to the whole school by the humanities team.

## The School

As a member of Wexham staff you will benefit from generous non-contact time and a tailored approach on a professional development programme. You will also be provided with your own Ipad. The opportunity to work collaboratively in the department and across the school provides considerable support. The School has an extensive well-being programme for all our staff.

The School buildings provide an interesting mix of old and new as the school has expanded over the years. The heart of the school was built in the 1960s and currently administration, the school hall, canteen, MFL and Maths department are housed here. By September 2016 the School Hall and main reception area will be rebuilt and refurbished. The Science and Technology block are a new addition to the school providing excellent specialist accommodation, our School Library is also based here. Art, Drama and Music are housed in purpose built specialist accommodation providing excellent facilities. A dance studio, media suite and pottery/ceramics are housed in new purpose built accommodation. The recent addition of a new sports hall which also has classrooms and a fitness suite provides excellent facilities alongside our large Astroturf and field. Currently English, Humanities and Business reside in hitted accommodation which will soon be transformed as part of a multi-million pound project in line with school expansion.

The School currently has 900 students (150 in our Sixth Form). A Resource Base for Autistic Children is attached to the School.

### Our current curriculum

Key Stage 4 Year 9 onwards	Core Subjects – GCSE English, GCSE Maths, GCSE Double Science, PSICHE, PE and then a choice from GCSEs in Geography, RE, History, French, Resistant Materials, Graphics, Textiles, Food Technology, Business, ICT, Art, Dance, Drama, Music, Triple Science, Media, PE and BTEC Sport and accredited alternative courses for example Beauty.
Key Stage 5	AS or A2 in Art, RE, English, Media, History, Sociology, Maths, Psychology, Biology, ICT, Chemistry, Business and BTEC Level 2 and 3 courses in Business, ICT, PE, Travel and Tourism, Applied Science.

# WEXHAM SCHOOL

## JOB DESCRIPTION: Teacher of History

<b>Responsible to:</b>	Senior Leader of Department (Humanities)
<b>Position in the school:</b>	Teacher of History

### Main purpose of the job

- Carry out those responsibilities defined by statute with specific reference to the Core Professional Standards, the conditions of Employment of Teachers in the DfE (DCSF) publication 'School Teachers Pay and Conditions,' in order to provide a full learning experience and support for students.
- To actively promote equality of opportunity to provide the best possible education for all its students, taking into account ethnicity, gender, special educational needs, English as an additional language, disability and emotional needs that may affect learning.
- To be accountable for planning, preparing and delivering lessons effectively to raise standards of student attainment and achievement within the curriculum area and to monitor and support student progress.
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- To provide and monitor opportunities for personal and academic growth for all students.
- To ensure the provision of an appropriately broad, balanced, and relevant and differentiated curriculum for students in all assigned classes and to support a designated curriculum area as appropriate.
- To take an active role in the school's extended learning through involvement in extra-curricular activities and the school's specialism's.
- To communicate and cooperate with individuals or bodies outside of school.
- To monitor and support the overall progress and development of students as a teacher / Form Tutor.
- Ensure that the health and safety of all students and staff is promoted and maintained to a high standard at all times in accordance with the school's relevant policies and procedures.

### Core job functions: Personal Responsibility

- To adhere to and promote all school policies including those relating to Race Equality, Equal Opportunities and Health and Safety.
- To attend training and meetings as necessary and cascade any relevant information to relevant staff and stakeholders as appropriate.
- Be an excellent role model for all members of staff and for students in all aspects of school life. To be an exemplar of all school policies and practices to include risk assessments as appropriate. To play a full part in the life of the school community, support its ethos and encourage staff and students to follow this example. To offer guidance and support to colleagues.
- To support the school in meeting its legal requirements for worship.

- To continue personal development as agreed.

#### **Core job functions: Teaching and Learning**

- To consistently teach students according to their educational needs and preferred learning styles to achieve student success, to include the setting and marking of work.
- To assess, report on the attendance, progress, development and attainment of students in accordance with school policy and in order to track and record student progress against targets to inform teaching and learning.
- To maintain appropriate records and to provide relevant accurate information for registers etc.
- To undertake a designated programme of teaching.
- To ensure a high quality teaching experience for students which meets internal and external quality standards.
- To provide or contribute to oral, and written assessments, action plans, progress files reports and references relating to individual students and groups of students.
- To prepare and update subject materials.
- To use a variety of delivery methods to stimulate learning appropriate to students needs and demands of the syllabus.
- To maintain discipline in accordance with the school's policies and procedures and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.
- To undertake assessment of students as requested by external examination bodies, departmental and school policies.
- To mark, grade and give written / verbal and diagnostic feedback as required.
- To attend activities such as Open Evenings, Parents Evenings, Review Days and liaison events with other schools.
- To contribute to the development of effective subject links with external agencies.

#### **Core job functions: Operational / Strategic Planning**

- To assist in the development of appropriate syllabuses, resources, schemes of work, making policies and teaching strategies in the curriculum area and Department.
- To contribute to the curriculum area and Department's development plans and its implementation.
- To effectively plan and prepare courses and lessons.
- To contribute to the whole school's planning activities.
- To assist the Head of Department and Deputy Head Teacher (Curriculum, Intervention and Progress) to ensure that the curriculum area provides a range of teaching, which complements the school's strategic objectives.
- To assist the process of curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies.

#### **Quality Assurance**

- To help implement school quality procedures and to adhere to these.
- To contribute to the process of monitoring and evaluation of the curriculum area / department in line with agreed school procedures, including evaluation against quality standards and performance criteria. To seek / implement modification and improvement where required.
- To regularly review methods of teaching and programmes of work and update / amend as appropriate.
- As required, assist in the review, development and management of activities relating to the

curriculum, organisation and pastoral functions of the school.

### **Managing Resources**

- To assist in the process of ordering and allocation of equipment and materials.
- To assist the Head of Department to identify resource needs and to contribute to the efficient and effective use of physical resources.
- In conjunction with other staff, ensure the sharing and effective usage of resources to the benefit of the school, department and students.

### **Pastoral System**

- To be a Form Tutor to an assigned group of students.
- To promote the personal and academic wellbeing of individual students and of the Form Tutor group as a whole.
- To liaise with a Pastoral Leader to ensure the implantation of the school's Pastoral System.
- To register students, accompany them to assemblies and encourage their full attendance at all lessons and their participation in other aspects of school life.
- To alert appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
- To maintain a high standard of students' behaviour and discipline, within the framework of the school policy and supporting other staff as necessary to enable effective learning to take place.
- To communicate and liaise effectively with parents and carers regarding the welfare of individual students after consultation with the appropriate staff and to ensure good relationships between school and home.
- To know the students in your tutor group well in order to provide the appropriate support.
- To contribute to PSHE, citizenship and enterprise in accordance with school policy.

### **Generic Accountabilities**

- To comply with any reasonable request from a manager to undertake work of a similar level which is not specified in this job description.
- To be courteous to all individuals and provide a welcoming environment to visitors and telephone callers.
- Attend daily and weekly meetings, in accordance with school policy and to lead such meetings as required.
- Attend occasional meetings during evening hours, at weekends or in school holidays, as required
- Support other staff with assemblies.
- This job description is current as at the date shown, but following consultation with you, may be changed by Management to reflect or anticipate changes in the job which are commensurate with the salary and job title.

### **Safeguarding Children**

In accordance with the School's commitment to follow and adhere to the Department for Education's guidance entitled "Safeguarding Children and Safer Recruitment in Education" (2015) and all other relevant guidance and legislation in respect of safeguarding children, you are required to demonstrate your commitment to promoting and safeguarding the welfare of children and young people in the School. All staff are required to maintain appropriate professional boundaries in relationships with children and with all members of the school

community and outside agencies, and exercise sound professional judgment which always focuses upon the best interests of the students and the school.

You are also required to know and comply with the DfE document 'Guidance for Safer Working Practice for Adults who work with Children and Young People (January 2009). You are required to have satisfactory Enhanced CRB clearance. Your role requires you to observe and maintain appropriate professional boundaries at all times and avoid behaviour that might be misinterpreted by others. You must understand and carry out your duties in accordance with the responsibilities of being in a position of trust and dispatch your duty of care appropriately at all times. You will be expected to present a consistently positive image of the school and uphold public trust and confidence at all times.

#### **Confidentiality**

During the course of your employment you may see, hear or have access to, information on matters of a confidential nature relating to the work of the Wexham School or to the health and personal affairs of pupils and staff. Under no circumstances should such information be divulged or passed on to any unauthorised person or organisation and you will be required to know when or what information can be shared and in what circumstances it is appropriate to do so.

#### **Data Protection**

During the course of your employment you will have access to data and personal information that must be processed in accordance with the terms and conditions of the Data Protection Act 1984 and are properly applied to student, staff and school business/information.

#### **Freedom of Information**

The post holder must be aware that any information held by the school in theory could be requested by the public, including emails and minutes of meetings. It is therefore essential that records are accurately recorded and maintained in accordance with the school's policies and procedures.

#### **Smoking Policy**

Smoking is not permitted in any premises or grounds managed, leased or owned by Wexham School. Smoking is not permitted in school vehicles or in any vehicle parked on school premises.

# WEXHAM SCHOOL

## PERSON SPECIFICATION: Teacher of History

<b>Qualifications and Training</b>	<b>Essential</b>	<b>Desirable</b>
Qualified Teacher Status (11-19 Education)	✓	
Graduate, educated to degree level 2.2 or above	✓	
Valid UK driving licence		✓
<b>Knowledge</b>	<b>Essential</b>	<b>Desirable</b>
Able to evidence and apply secure knowledge and good understanding of:		
Current educational issues, national and local policies, legislation and developments	✓	
Issues relating to teaching and learning and progress	✓	
Knowledge and understanding of strategies to improve teaching and learning	✓	
Innovation in developing and implementing work with students	✓	
Good working knowledge of statistical data and ability to transfer data into quantifiable learning outcomes	✓	
In accordance with school policy deploy effective strategies for gaining and maintaining high standards of discipline at whole school level to secure student attainment.	✓	
A good up-to-date understanding of child protection and safeguarding issues and procedures.	✓	
The role of parents and the community in school improvement and how this can be promoted and developed.	✓	
<b>Experience required</b>	<b>Essential</b>	<b>Desirable</b>
Demonstrable success in preparing students for public exams preferably to A level?	✓	
Effective promotion of community links and cohesion to ensure pathways for success for all learners	✓	
A proven track record of implementing effective strategies to include and meet the needs of all students to raise achievement	✓	
Experience of implementing strategies to improve parental involvement in children's learning.	✓	
<b>Aptitude and Skills - Communication</b>	<b>Essential</b>	<b>Desirable</b>
Able to demonstrate evidence of:		
Ability to demonstrate highly effective oral and written communication skills within a diverse range of audiences, including children, parents and carers, governors, staff and outside agencies.	✓	
Ability to make objective depersonalised decisions whilst being able to convey the decision sensitively	✓	
Good analytical skills, being able to synthesise complex information, summarise, draw appropriate conclusions and make decisions.	✓	

<b>Aptitude and Skills - Classroom Skills</b>	<b>Essential</b>	<b>Desirable</b>
<p>An effective and inspirational classroom teacher with a proven record of student success irrespective of the students' needs or backgrounds</p> <p>Ability to empower student who have been disengaged from learning to achieve success</p> <p>Effective behaviour management skills which empowers young people to manage their behaviour more appropriately</p> <p>Good communication and time management skills</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	
<b>Aptitude and Skills</b>	<b>Essential</b>	<b>Desirable</b>
<p>Able to demonstrate evidence of:</p> <p>Excellent interpersonal and people skills to lead, inspire, motivate and support students and colleagues successfully</p> <p>Exceptional organisational and administrative skills</p> <p>Able to use ICT effectively to prepare, plan, document and present information</p> <p>Good time management skills</p> <p>Commitment to providing high quality education</p> <p>Ability to reflect on professional practice personally and with colleagues</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	
<b>Personal Qualities</b>	<b>Essential</b>	<b>Desirable</b>
<p>Consistently demonstrate the behaviours expected by virtue of being a person in a position of trust</p> <p>Committed to undertaking professional training and assist with the professional development of others</p> <p>Demonstrate reliability and integrity</p> <p>Committed to maintaining a healthy work life balance for oneself and that of others</p> <p>Be tolerant and possesses calmness when working with others</p> <p>A genuine concern to secure the educational progress of students irrespective of their background or ethnicity</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	