

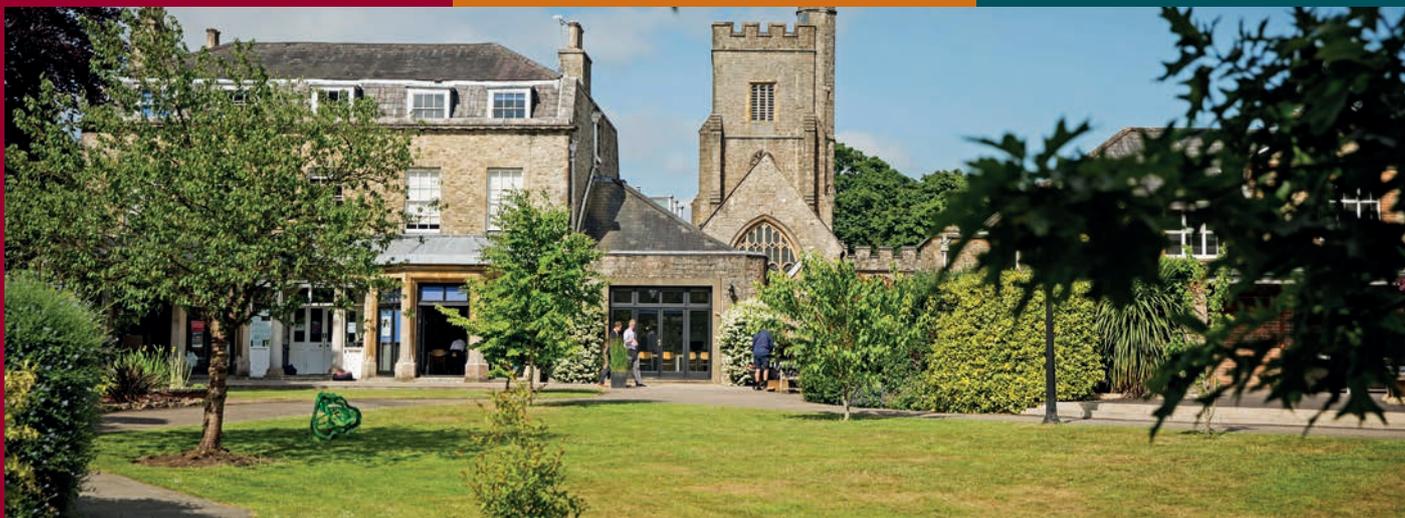
# SEVENOAKS SCHOOL

## JOB DESCRIPTION



### Appointment of Head of Biology from September 2018





## The School

Founded in 1432, Sevenoaks enjoys a global reputation as a centre of academic excellence and a flagship school for the International Baccalaureate. A co-educational day and boarding school, it offers a stimulating, intellectually demanding and balanced education for pupils from the age of 11 to 18.

Inspiring facilities, together with expert, enthusiastic and imaginative teaching, provide rich opportunities for students participating in lessons, and a wide variety of sports and the performing arts.

The school's international make-up and outlook promote the principles of tolerance and open-mindedness. About 350 pupils board in the seven boarding houses, and students originate from some 40 countries worldwide.

In 2013 the Independent Schools Inspectorate (ISI) awarded Sevenoaks School the rare accolade of 'Exceptional' for its students' achievement. Sevenoaks was also the highest performing fully co-educational school, and the one with the largest cohort, in *The Sunday Times* Parent Power's top 50 fee-paying schools for the IB in 2015. In November 2017 we were, for the second time in 10 years, awarded *The Sunday Times* Independent School of the Year.

This excellence is achieved by bright, motivated students, inspired by highly qualified and dedicated teachers in well-resourced classrooms.

The school has over 150 teaching staff, well supported by a large number of ancillary staff. A professional pastoral team of specialist tutors, boarding house staff and year heads give care and guidance, promoting student welfare and happiness. The mutual respect shared by students and staff generates a harmonious and purposeful atmosphere.

## The Campus

The school is situated in the Kent market town of Sevenoaks, and has a prime position at the top of the High Street. The 100-acre site, which includes a number of listed buildings, is beautifully landscaped and adjoins the medieval deer park of Knole. London is only a 30-minute train journey away. Gatwick International Airport is also only 30 minutes away, and there are good transport links to other London airports and the Channel Tunnel.

The school's first-class resources and facilities include a superb sports centre (The Sennocke Centre) opened in 2005. A state-of-the-art performing arts centre (The Space), which provides four outstanding venues for music and drama, was opened in 2010. The next major projects currently underway are a Science & Technology Centre and a Sixth Form Global Study Centre, which will open in 2018, and new boarding accommodation which should be ready for occupation by 2019.



## Teaching at Sevenoaks School

Teaching here is immensely rewarding: we work in high-performing teams towards a shared endeavour. Everyone appointed to teach at Sevenoaks School is expected to actively engage in all aspects of our broad and well-rounded education.

We want all our pupils to enjoy their subjects, to be inspired by their teachers and to become independent, lifelong learners. Teachers are enthusiastic and well-qualified graduates. We have an exceptionally lively, talented and committed staff body. We welcome applications from experienced teachers and newly-qualified teachers but can also provide training including PGCE for those joining the profession at whatever stage. All new staff undertake a comprehensive induction programme. Sevenoaks is committed to supporting its staff with training and professional development tailored to staff needs and interests.

All teachers are involved in proactive pastoral care. All teachers participate in the co-curriculum and, as our outreach activities expand, contribute to our work with local pupils and schools. Teachers at Sevenoaks are innovative and forward-thinking and over 60 staff are involved in the Institutes of Teaching & Learning, Higher Education & Professional Insight, and Service & Social Entrepreneurship, shaping further development and initiatives for students and staff alike.

## Curriculum

At every stage, we offer a broad, deep and integrated curriculum. Every pupil is encouraged to be curious, creative, critically aware, and to develop his or her passion and talent to the full. Life is fast-paced, dynamic, and expectations are high. At the same time, the school seeks to cultivate in its pupils the habit of reflecting on their learning, and on how they contribute to society more broadly. Ambitious and principled, confident and compassionate, our pupils are prepared for leadership and teamwork in the wider world.

Regular assemblies, tutor group meetings and a programme of talks help the social and emotional understanding in our pupils, and a long tradition of voluntary service and local and international charity projects advances a core set of values across the student body.

In order to support our ethos and aims, we have developed a number of Sevenoaks School Certificate courses (SSCs), which students take instead of GCSEs, in English Literature, the Expressive Arts and Technology. The SSCs (which are fully recognised by UCAS) give teachers the independence and creative scope to shape a richly satisfying curriculum. In Years 9-11 all students take courses in critical thinking developed by the school – *Critical Perspectives* and *Ten Ideas That Changed the World*. The Middle School Diploma, launched in Year 9 in September 2017, recognises the learning that takes place



both within and outside the classroom and seven core values: creativity, independent learning, critical thinking, international understanding, collaboration, self-awareness and social responsibility.

All of the 400-plus Sixth Form students pursue the International Baccalaureate Diploma, a programme the school has delivered for nearly 40 years. The Diploma is the best preparation for university and for work in a world of global competition. Even more important, it genuinely develops a rich inner life in our students, opening their minds to connections and possibilities within and across the subject disciplines.

It is no surprise that our students leave Sevenoaks to study a wide range of courses in the UK and around the world. All 210 leaving students each year progress to the world's top universities, including up to 25% to Oxford and Cambridge, and 25 or more students to leading US and international universities. They do so with an enlarged capacity for independent thought and intellectual risk-taking, a strong appetite for learning, and equipped with the skills and personal qualities conducive to a happy and successful life.

## The Biology Department

The Biology department forms a key part of the Science and Technology faculty. Sevenoaks is virtually unique in the UK in that all 1080 students study at least one science for the

entirety of their secondary education – three to Year 11 and at least one in the Sixth Form. The successful applicant will lead an exceptionally well-qualified and successful team. At present there are six full-time and four part-time biologists in the department, who are well-served by two full time, very knowledgeable and helpful laboratory technicians. The new state-of-the-art Science building will open in September 2018, and all sciences will be located together in one building. The department is well equipped, with a large amount of laboratory glassware, data-logging hardware and software, and enjoys the resources to carry out a large range of practical investigations.

There is a collaborative spirit within the department, and its members' wide range of specialised interests gives it real strength. Ideas, resources and responsibilities are shared. The Head of Department delegates specific responsibilities to members of the department and encourages individual creativity and initiative.

All pupils entering the school at 11+ or 13+ are taught the three sciences by subject specialists and currently all students are entered for the Edexcel IGCSE Biology Examination.

Biology is a popular Sixth Form choice for girls and boys, and typically there will be up to ten sets (up to about 110 pupils) studying the International Baccalaureate course at either Standard or Higher Level in each of the two years. The department runs an annual expedition



at the end of the summer term for Lower Sixth students where they experience ecological data collection, immerse themselves in local culture as well as aid the communities via fund raising. This year the students are visiting Mexico, but in previous years the department have visited Madagascar, Transylvania and Croatia.

The standard of teaching and learning in Biology in the Sixth Form is high, with many students enjoying success in the Biology Olympiad, achieving the highest grade at IB level and over 35 each year going on to study Natural Sciences, Medicine, Biological Sciences and other biology-related degrees at Oxford, Cambridge, Imperial and other leading universities. The average grade at Higher Level last year was 6.36, out of a possible maximum of 7. All students have to write an individual piece of coursework, and data collection for this is either done in the school laboratories or at a field studies centre.

Students are encouraged to broaden their view of Biology through a programme of lectures given by external speakers within school and at various venues in London. The department runs weekly enrichment sessions in order to broaden students' knowledge and introduce them to topics that are not taught within the IB syllabus. All Year 10 students enrol in the Biology Challenge run by the Society of Biology. Fieldwork is carried out locally, with the adjacent rural areas offering ample scope for extending the ecological demands of the syllabus. There is additional enrichment for Year 12 students with

a weekly hands-on Biology practical session which enables them to experience practical work beyond the scope of the IB syllabus.

The department plays a significant role in our outreach activities, teaching primary school children as part of the Voluntary Service Unit (VSU), going out to teach in primary schools and in running a Gifted and Talented Science Summer School for Year 5 primary pupils.

## The Post

We seek to appoint a well-qualified biologist to lead this thriving department from September 2018. The successful candidate will be an honours graduate, an accomplished biologist, with excellent administrative skills and an ability to maintain team spirit within the department. They will foster staff development, and oversee Health and Safety within the department. He or she will also be responsible for promoting Biology both within the classroom and within the broader co-curricular life of the school, inspiring interest in the subject across the year groups. The Science Faculty offers a range of activities for students outside the classroom, and the successful applicant would contribute to these. A commitment to excellent pastoral care and enriching co-curricular activities is also expected.



## Information for applicants

Sevenoaks School has its own generous salary scale. Accommodation or relocation expenses may be available, and fee discounts for the children of members of staff are available (subject to the usual entry requirements). Further information about the school can be obtained from the school's extensive website: <https://www.sevenoaksschool.org/home>, including more about working at Sevenoaks <https://www.sevenoaksschool.org/about-us/vacancies/working-at-sevenoaks>

Applicants should complete the application form in full. Guidance for completion of the form is downloadable from our website. Note that Part 6 must show a complete history of employment, and should continue on a separate sheet of the application form if necessary. Please submit the completed application form, covering letter and CV by post to:

The Personnel Department  
Sevenoaks School  
Sevenoaks  
Kent TN13 1HU

Tel: 01732 467740; email: [pa@sevenoaksschool.org](mailto:pa@sevenoaksschool.org).

Applications should be submitted by midday on **Wednesday 7 February 2018.**

It is envisaged that interviews will take place from 19 February, but may take place earlier. The school retains the right to interview suitable applicants and appoint before the deadline.

The post holder has a responsibility to promote and safeguard the welfare of children and young persons for whom he or she is responsible, or with whom he or she comes into contact, and will adhere to and ensure compliance with the school's Child Protection Policy Statement at all times. If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the school, he or she must report any concerns to the school's Designated Child Protection Coordinator or to the Head.