The Waldegrave Trust
Waldegrave School, Fifth Cross Road, Twickenham, TW2 5LH
TEL: 020 8894 3244, FAX: 020 8893 3670

January 2018

Dear Applicant

Teacher of Mathematics
Full Time, Permanent Contract
Main Pay Scale / Post Threshold Pay Scale for outer London
Starting date: 1 September 2018

Thank you for your interest in the above post. We are looking for an enthusiastic colleague to join our department. You will be a key member of the department where colleagues work closely together to share good practice, develop the resources and support each other. If you are an enthusiastic, innovative and dynamic teacher with the ability to work effectively with colleagues as part of a team, we eagerly await your application. Applications from either newly qualified or experienced teachers are welcome.

This is a fantastic opportunity to join our school as we build upon our success with excellent results at GCSE and A level, both of which contributed to us being awarded 'Comprehensive School of the Year 2016' by The Sunday Times. The school is also entering a new stage of development and joining a MAT with 3 other local secondary schools which will bring opportunities to collaborate and share best practice.

This pack includes the job description and person specification as well as information about the school and the department. Further information can be found on our website. We will use the person specification as the basis for the selection criteria.

I hope you will decide to apply. Please download further details and an application form from the jobs page of our website www.waldegrave.richmond.sch.uk. Please submit your application form addressed to the headteacher, Mrs Philippa Nunn by e-mail to: jobs@waldegrave.org.uk. In case of difficulty downloading the application form or information pack, please send an email to jobs@waldegrave.org.uk.

Closing date for receiving applications is by **noon on Monday 19 February 2018.**

The Waldegrave Trust is committed to safeguarding and promoting the welfare of students; We expect all staff to share this commitment and an enhanced DBS disclosure will be sought.

May I wish you every success and thank you for the time and effort I know you will put into your application.

Yours sincerely

Philippa Nunn
Headteacher

Please read these notes before completing the application form

It will help us if you follow these instructions:

- We would prefer you to fill in your application using Word or a word compatible format and submit it by email. Please include everything you wish the panel to consider on the form rather than in any separate document or covering email. **Only applications submitted on the school's application form will be considered.**

- Please give the full name and title of both your referees, and ensure that the full address, telephone numbers and email addresses are included. Your referees will be contacted if you are short-listed.

- If you are short-listed we will contact you by email.

- Please submit your application form by 12 noon on the closing date to:-

  jobs@waldegrave.org.uk

- You will be asked to sign a hard copy if you are appointed.

- Waldegrave Trust is committed to safeguarding and promoting the welfare of students and expects all staff to share this commitment. All our staff are required to complete a DBS (Disclosure Barring Service) check and declare previous convictions.

- We are fully committed to equality of opportunity and aim for our staff to reflect the school community. It will help us to monitor the success of our recruitment strategies if you complete the ethnic monitoring information page of the application form. The information you provide will be treated as confidential and will not be made available to the short-listing panel.

Job Description – Mathematics Teacher

Key Accountabilities	Key Tasks
1 Accountable for the delivery of the specified curriculum	▪ To prepare appropriate material in order to deliver the curriculum effectively, using a variety of styles and approaches, with regard to the individual needs of students; ▪ To contribute to the development of schemes of work; ▪ To implement relevant school policies in relation to the subject; ▪ To mark work using assessment for learning techniques so that students make progress.
2 Accountable for maintaining a well-managed classroom	▪ To have regard for the safety of students in line with the school's Health and Safety policy and routines, such as fire drill; ▪ To maintain firm but clear discipline using school behaviour policy; ▪ To ensure that the learning environment is stimulating through the display of students' work and other appropriate materials.
3 Accountable for keeping records on individual students	▪ To keep a register of attendance at each lesson and to follow up non-attendance and lateness; ▪ To set and mark homework in line with the school's policy; ▪ To contribute to the school's assessment policy through the completion of interim grade sheets, student profiles, regular marking, attendance at Parents' Consultation Meetings, and any other report as necessary.
4 Accountable for health and safety and safeguarding of students	▪ To contribute to the safeguarding of students and to child protection using the procedures outlined in school policies. ▪ To ensure that health and safety policy and risk assessments are followed.
5 Accountable for having a professional commitment to teaching and their own professional development	▪ To attend regularly and punctually; ▪ To update subject knowledge through external; and school based training; ▪ To contribute to own professional development through performance review / observation; ▪ To attend school meetings as per the calendar; ▪ To actively collaborate with other schools in the MAT.

Person Specification

Qualifications

Essential:
- Qualified teacher status

Desirable:
- Graduate in Mathematics

Experience

Essential:
- Teaching or teaching practice in a secondary school
- Outstanding teacher

Desirable:
- KS5 teaching experience

Knowledge

Essential:
- Up to date knowledge of all aspects of the National Curriculum for Mathematics from Year 7 to A Level

Skills

Essential:
- Good leadership, management, organisational and administrative skills
- Inter-personal relationship skills of a high order
- High level ICT skills including the use of interactive teaching software

Abilities

Essential:
- Ability to use a range of teaching styles appropriately
- Ability to enthuse students through excellent teaching
- Ability to use data and assessment for learning to raise achievement
- Ability to use ICT to raise achievement

Qualities

Essential:
- Enthusiasm for teaching and learning and for mathematics
- Commitment to continuous professional development of yourself and others
- Be able to relate well to students and a commitment to positive and healthy outcomes for young people
- Be able to listen effectively and be sensitive to others
- A demonstrable commitment to the safeguarding of students and child protection
- A demonstrable commitment to equal opportunities

Other

Essential:
- An excellent record of attendance
- A commitment to organising and running extra-curricular activities
- A commitment to working as a team
- Commitment to the school's ethos, aims and its whole community

To deliver services effectively, a degree of flexibility is needed, and the post holder may be required to perform work commensurate with the level of responsibility of the role not specifically referred to above. You may also be required to work in other local secondary schools within the Multi Academy Trust.

School Information – Waldegrave School

Waldegrave is a successful and over-subscribed comprehensive school for girls aged 11 to 16. Waldegrave introduced a sixth form in September 2014 which also welcomes boys.

The wider success of Waldegrave has been recognised in many different ways:

- Graded "outstanding" by Ofsted inspectors. (2007)
- 69% of students achieved A*-B at A level in 2017
- 93% of students achieved at least 5 good passes including maths and English at grade 4 +; 50% of all grades at A*/A or equivalent in 2017
- Sunday Times Parent power Top 11-16 school in the country 2011-2015 and Comprehensive of the Year 2016
- Designated a Teaching School (2011)
- Designated a Science College (2004)
- Sportsmark Award, Silver Artsmark, Healthy Schools Award, Eco Schools Award
- Investor in Careers

Staffing

The school has a staff of 100 teachers, 15 technicians and curriculum support staff, 15 administrative staff and 3 premises staff. School lunches, grounds maintenance and cleaning are provided through competitive contracting. There is a strong commitment to training and professional development, and the work/life balance of all staff.

Students

There are 1,030 students on roll, plus a further 290 enrolled in the sixth form. In recent years the number of applicants for places at Waldegrave has greatly exceeded the planned admission number. The students come from a wide range of religious, cultural, social and ethnic backgrounds. Approximately 20% of the students are from homes where English is not the first language, and there are 43 home languages other than English spoken amongst the students. The number of students entitled to free school meals is approximately 9%.

Student Academic Achievement

We are very proud of our results at Waldegrave and we will continue to aim to achieve the very best results possible. Our results have been consistently high year on year (see 2017 headlines above) but we have students of all abilities and we celebrate the progress of every student. Our Progress 8 score in 2016 was 0.77 and we expect a similar outcome when calculated for 2017.
Click here for further information on our exam results.

Curriculum

The curriculum at KS3 and KS4 is broad, balanced and differentiated so that the needs of individual students are met. Students are placed into eight all-ability tutor groups in years 7 to 11 and these form the basis of teaching groups. The vast majority of teaching is mixed ability and there is very little setting at any age. Home learning is set regularly and seen as an important extension to the curriculum. We offer a wide range of extra-curricular activities such as orchestras, choirs, sports clubs, drama club and maths and science drop in sessions. Regular productions and musical events are a part of the school calendar. All students in KS4 have a work experience placement. In our thriving and over-subscribed co-ed sixth form we offer an academic curriculum of A level subjects and have a consortium arrangement or some subjects with Teddington School.

Pastoral System and Student Voice

The pastoral system at KS3 and KS4 is based on a year group support structure. Each year is divided into 8 mixed ability form classes of 27 students. Form tutors have the first responsibility for the welfare, progress and attendance of their tutor group. The School Council and Year Councils are led by students who meet regularly to discuss a wide range of issues. These forums provide an opportunity for students to voice their ideas and to influence any aspect of school life. A Head Girl and her Deputy Heads lead a team of senior prefects and perform duties on behalf of the whole school.

Sixth form students are in tutor groups of approximately 20 students and a Head Girl and Head Boy are elected to carry out responsibilities in relation to sixth form.

The school operates a house system which provides opportunities for students in all years to come together and participate in competitive competitions and charity events. Students also have opportunities to gain leadership skills within the house system and allows students to throw themselves into the life of the school and have fun.

Site and Buildings

The school is set in spacious and attractive grounds; we have our own playing fields within the 14.5-acre site. The school has received significant investment over the past in a new sixth form block, dining room and sports hall, and a refurbished performing arts centre. There are well-equipped specialist facilities and good staff room facilities. There are twelve science labs and seven ICT suites.

Richmond West Schools Trust

From Spring 2018 Waldegrave will be part of the Richmond West Schools Trust (RWST). This is a trust led by Waldegrave and Teddington schools to support the rapid improvement of Twickenham School and Hampton High. The aim of the Trust is to improve education for all learners in the Trust and to develop collaboration locally. Successful applicants will be active members of the multi-academy Trust and will help develop collaborative practices. We believe that this will bring great opportunities for staff and students in all four schools.

The Mathematics Department at Waldegrave

Innovative teaching is encouraged and supported; teachers enjoy mathematics and share their enthusiasm with students. Students enjoy their maths lessons and good relationships with staff supports their learning. The department is well resourced and teachers collaborate successfully to develop resources, lesson plans and schemes of work. New teachers take part in a school induction programme and are allocated a mentor. There are currently 13 members of the department, mostly full time, including two members of the leadership team. There is a wealth of experience in the department and the management structure is currently a head of department and 3 TLR holders. Development of new schemes of work at all key stages is the main focus of current developments.

The Mathematics Department is continually enriching and enhancing the curriculum that we deliver. This includes mathematics PGL activity trips, theatre trips (The Maths in the Simpsons – Simon Singh), attending the Royal Institute Master-classes, competing in several internal and external mathematics challenges (Jaguar & UKMT) and more.

At Waldegrave we support all our students across the ability range in a variety of ways: "Stuck Shop" (drop in – all Year groups), along with additional small group tutoring and intervention work

in all Key Stages. Year 12 students support KS3 and 4 students through small group tuition and supporting in lessons. Additional support is provided in collaboration with the Individual Learning Department and the deputy SENCo is a member of the mathematics department.

Summary of Courses

Key Stage 3 (Years 7 and 8)

All mathematics teachers follow a scheme of work based on the National Numeracy Framework, re-written so that students enjoy a mastery programme, building secure foundations of mathematical knowledge. Students are taught in mixed ability groups and specialist intervention is provided as necessary. A wide range of practical and published resources are used.

Key Stage 4 (Year 9, 10 and 11)

Students follow the Edexcel GCSE specification, they are set to support their progress and setting is informed by regular assessments. Results at GCSE are strong with over 50% of students achieving A/A* and about 85 - 90% achieving A*- C in recent years. A significant number of students go on to continue mathematics at AS and A level.

Key Stage 5 (Year 12 and 13)

Mathematics is one of the most popular subject areas at A-level. Students follow the Edexcel A-Level Mathematics and Further Mathematics course with over 70 mathematicians in our year 12 cohort, plus1 Further Mathematics group. In the year 13 cohort there are 3 Mathematics groups and 1 Further Mathematics group. In addition to the Core Maths element of the A-level our mathematicians study Statistics, and our further mathematicians study FP1, 2 and 3 as well as M1 – 3. The department is currently developing a new scheme of work based upon the new Edexcel exam board specifications.