



St Dunstan's
College

Junior School Mathematics Coordinator Recruitment Information

Employment Status	Full Time, Permanent
Required From	September 2019
Job Location	Junior School
Application Closing Date	1600 on Friday 19 April 2019
Interviews	Thursday 25 April 2019



WELCOME TO ST DUNSTAN'S COLLEGE

Welcome to St Dunstan's!

We are very proud of this community and believe we offer something genuinely different and exciting for the families and staff who join us. Our Lewisham setting allows us the privilege of working in a diverse and vibrant school that, combined with our co-educational ethos and smaller size, engenders a culture that genuinely cherishes individuality and celebrates open-minded thinking.

Underpinned by a liberal, Christian heritage, we deliberately embellish the values embodied by St Dunstan, using the life of that great polymath to guide our own educational narrative. We are a dynamic institution, encouraging creativity and innovation in all we do. We want all our pupils to embrace the richness of the broad and cutting-edge education we offer here and our staff to be excited by what we are able to provide for the children under our care.

As a Nursery to Year 13 College, we pride ourselves on genuinely knowing our children and families, and we hope that everybody who joins us will feel an important part of this exciting community.

Mr N Hewlett
Headmaster

ST DUNSTAN'S COLLEGE

The history of St Dunstan's College can be traced back to 1408, making it one of the oldest schools in the country. It still retains strong links with the City of London, from where it originated. For the last 130 years the College has been located in Catford, within the Borough of Lewisham, in South East London. The location of the College is a key element in defining its identity and the College is proud of its reflection of the diverse and vibrant community in which it is located. The Headmaster is a member of HMC (The Headmasters' and Headmistresses' Conference) and the Head of the Junior School a member of IAPS (The Independent Association of Prep School Heads). The College Leadership Team, chaired by the Headmaster, consists of the Bursar, the Head of Junior School and the Deputy Heads of Senior School. Admission to the College is competitive at all entry points.

St Dunstan's has a truly coeducational ethos, following the admission of girls in 1994, for over 940 pupils aged from 3 to 18 years. The Pre-preparatory Department was established in 1995 and a Nursery followed in 2008. Both now form part of a flourishing Junior School which sits within the College site and, by extension, is an essential component of College identity. Most Junior School children transfer on to the Senior School as a natural transition. Parents like to commit to the whole-College 'family' and a large proportion of parents have more than one child at the College. The social life of the College is therefore an important feature of its ethos and our 'Friends of St Dunstan's' is as important in name as it is in what it achieves.

The College has enjoyed considerable development and refurbishment over recent years, with an investment of several million pounds and a significant programme of capital works planned for the next few years. The relatively recent acquisition of 30 acres of playing fields, just 500 metres away from the College buildings, provides an exciting opportunity for further development on both sites.

The size of the College is small compared to many of its competitors, offering all pupils cohesive community that celebrates individual talents, strengths and approaches to learning and development within a friendly, inclusive and nurturing environment. The diversity of the College is furthered by the inclusion of international pupils from a whole range of different countries around the world. The College has a particularly special link with Hangzhou, China.

The ethos of the College is welcoming, without pretence, and draws upon the liberal Christian values of its foundation. Relationships between all members of the community are based upon mutual respect and this is well embedded. St Dunstan's is a happy place in which to learn and teach, where great careers are launched and genuine friendships are forged



THE JUNIOR SCHOOL

The Junior School at St Dunstan's College is a happy, kind and safe place. Girls and boys from Nursery to Year 6 are encouraged and challenged to achieve their academic potential whilst taking advantage of the broad co-curricular programme we have in place to find activities that they can enjoy and in which they can hopefully excel.

Whilst we want our pupils to develop a lifelong love of learning, we also want them to become confident and considerate individuals who are aware of the community around them and who want to contribute to society. We work closely with parents and regularly welcome them into school to watch their children play in matches or perform in assemblies, concerts and dramatic performances.

There is always lots going on in the Pre-Prep, where children are happy and busy engaging in a rich mix of activities and experiences. The Pre-Prep is a safe, self-contained place where boys and girls learn about the world and about themselves. At the end of Year 2 children transfer automatically to our Prep Department, well prepared and ready for the challenges ahead.

In Years 3 to 6, pupils learn a wider range of subjects and move around the school more for lessons, benefitting from increased specialist teaching. Alongside the core subjects of English and Maths, pupils cover the humanities and science through the International Primary Curriculum (from September 2017). From Year 3, two co-curricular sessions (Forder) are built into the timetable and pupils receive specialist teaching in ICT, Modern Foreign Languages (MFL), Drama, Music, Art & Design, PE & Games and our own Skills for Life programme (PSHEE). In MFL lessons, pupils study French in Year 3 and in Years 4 to 6, they follow a carousel of French, Spanish and German. At appropriate points, the curriculum is further enhanced with Philosophy and Mindfulness.

Our College Co-Curricular Programme (Forder) provides more opportunities as pupils begin to get an idea of both what interests them and where their individual talents may lie.

The form teacher plays a key role in the pastoral care of children. Our approach is designed to make every child feel appreciated and understood. We guide and motivate children through the active reinforcement of positive behaviour in all its aspects.

THE ROLE

The successful applicant will be an excellent classroom practitioner who is passionate about the education of mathematics in a Junior School setting and will therefore relish the opportunity to lead this subject area. The Junior School Mathematics Coordinator will also be a form teacher in either Key Stage 1 or 2. They will understand the importance of supporting and contributing to the wider life of a thriving independent school, including pastoral care.

The successful candidate will be joining an enthusiastic, well-qualified and committed staff team who routinely share and discuss pedagogy and classroom practice. They will understand the use of academic data as a supportive tool to track pupil and cohort progress, and inform positive intervention in collaboration with colleagues and pupils, as appropriate.

This is an excellent opportunity for a dynamic Junior School teacher with a passion for teaching maths at any stage in their career.

Personal Characteristics

A teacher at St Dunstan's College should be:

- Passionate and knowledgeable about their subject
- Committed to furthering their understanding of subject and pursuit of knowledge
- Willing to engage in academic discourse with pupils and staff
- Able to demonstrate high levels of personal organisation, planning and prioritisation
- Able to express themselves clearly and articulately to pupils and staff
- Able to juggle work commitments
- Willing to embrace technological change and innovation
- Able and willing to support the progress of all pupils, no matter what their needs
- Creative in their construction and delivery of engaging and thought provoking lessons
- Able to excite and enthuse pupils in their curiosity for subject
- Dedicated to setting a high standard in the quality and nature of their feedback, assessment and marking
- Self-reflective enough to recognise their own strengths and weaknesses as a teacher
- Entirely committed to the co-curricular life of the college and engaging with pupils beyond the confines of the classroom
- Able to work with people effectively thought maintaining humour, perspective, sensitivity, praise, recognition, even-handedness and objectivity
- Able to exert a clear sense of authority in the classroom



JOB DESCRIPTION

Accountable to:	Head of Junior School
Line managed by:	Junior School Deputy Head Academic
Works closely with:	Junior School Heads of Section Junior School Form Teachers Head of Pre-Prep and Head of Key Stage 1 Junior School Head of Inclusion & Enrichment College Head of Mathematics
Sits on:	Junior School Academic Leadership Team

General Responsibilities of a Junior School Subject Coordinator

To articulate a clear vision of Junior School Mathematics and to:

- Inspire a love of the subject in pupils and encourage them to think beyond what is taught in the classroom; to become curious, motivated and independent learners.
- Assist and challenge pupils to understand and fulfil their ambitions in the subject.

In order to obtain this a subject coordinator should constantly:

- Strive to develop and better understand the subject and its ongoing development.
- Evaluate and implement the most effective teaching strategies in order to maximise subject learning.
- Monitor pupil progress through effective tracking systems and targeting strategies for improvement and enrichment.
- Attend annual IAPS cluster group meetings for subject heads and coordinators of their subject
- Enrich subject provision within the school.

Planning

- Generate an annual subject Development Plan, with targets and priorities, and that is mindful of budgetary requirements.
- Update and maintain all documentation pertaining to the effective teaching of the subject, and in preparation for inspection,

including Schemes of Learning and assessment (SoLAs) and resources available.

Progress

- Work with the Learning Support team to promote pupil learning and progress (including the use of 1-2-1 support and Action Plans where appropriate).
- Inform such intervention by the regular scrutiny of academic data including GL Progress Tests in Maths, Internal Assessments, Learning Scores, Pupil Tracking And Review System (STARS) analysis and reports.

Enrichment

- Ensure enrichment and extension opportunities are available to pupils across all year groups via extension tasks in lessons/homework/Forer activities/educational visits/workshops (as appropriate).

Subject Development

- Be attuned to new developments in the subject, and in particular as to how they might affect the way it is best taught in the College.

Meetings

- Meet regularly with their Line Manager to discuss progress within the subject and fulfilment of the role.
- Attend Junior School Academic Leadership Team and Management Team meetings as required and requested in your capacity as a Junior School Subject Coordinator.

COMPETENCIES OF A TEACHER AT ST DUNSTAN'S COLLEGE

All teachers at St Dunstan's College are expected to:

- fulfil the Principles of Excellent Teaching and Learning (PETALs) set out by the College*
- fulfil the Principles of Excellent Pastoral Care (PEPCs) set out by the College**
- enrich the co-curricular life of the College by engaging with pupils beyond the confines of the classroom.
- further their understanding of subject and pursuit of knowledge
- engage in academic discourse with pupils and staff
- balance work commitments by demonstrating high levels of personal organisation, planning and prioritisation
- express themselves clearly and articulately to pupils and staff
- be welcoming and engaging with the many ideas, views and thoughts associated with a progressive organisation
- embrace technological change and innovation
- support the progress of all pupils, no matter what their needs, and through the effective use of educational data, as appropriate.
- be self-reflective enough to recognise their own strengths and weaknesses as a teacher and be proactively involved in their own professional development

***Principles of Excellent Teaching and Learning (PETALs)**

Teachers at the College deliver lessons that demonstrate:

1. **Planning.** Lessons are organised, well resourced, and located within a coherent scheme of learning.
2. **Engagement.** Pupils are actively focused on their learning.
3. **Teaching.** Teachers show strong subject knowledge and successfully challenge pupils to think for themselves.
4. **Assessment.** Teachers check and respond to pupil understanding and progress within and across lessons.
5. **Learning.** Lessons have clear learning outcomes based on high expectations.

****Principles of Excellent Pastoral Care (PEPCs)**

Staff at St Dunstan's College provide excellent pastoral care by being:

1. **Fair.** Pupils are treated in a consistent, reasonable and fair manner.
2. **Proactive.** Staff are aware of their pupils' circumstances, and are able to intervene early to prevent issues from arising or worsening.
3. **Involved.** Staff have positive and open relationships with their pupils. Pupils feel that the staff know and understand them, and are comfortable speaking with staff, even about sensitive issues.
4. **Responsive.** Staff react quickly to pastoral concerns, informing Form Teachers, Heads of Section and/or the DSL as appropriate, and providing the immediate attention that a pupil may need to feel reassured.
5. **Consistent.** Staff are consistent in their expectations of high standards of behaviour and academic conduct from the pupils. Staff hold pupils accountable for their actions, rewarding positive behaviours and applying sanctions in a fair and prescribed way when behaviour falls short of expectations.

Professional Attributes

The following professional attributes are expected from all staff:

Courtesy, consistency, discretion, energy and stamina, resilience, enthusiasm, flexibility, initiative, sound judgement, patience, integrity and honesty, self-awareness.



PERSON SPECIFICATION

The following Experience and Skills are Essential/Desirable	Essential	Desirable
QUALIFICATIONS		
Degree	x	
Qualified Teacher Status	x	
Evidence of additional further educational qualifications, INSET and commitment to CPD		x
EXPERIENCE		
Recent experience of teaching at KS1 or KS2	x	
Ability to teach across the entire primary phase		x
Experience of leadership or management of a curriculum area or section		x
Experience of working in the independent sector		x
KNOWLEDGE AND UNDERSTANDING		
A thorough knowledge of the National Curriculum for Maths in KS1 and KS2	x	
A working knowledge of the Early Learning Goals relating to Maths	x	
Ability to contribute to the collection, analysis and use of data on pupils' progress and performance to raise standards in Maths.	x	
Knowledge or recent pedagogical trends and research in the teaching of mathematics	x	
The theory and practice of providing effectively for the individual needs of all pupils	x	
The monitoring, assessment, recording and reporting of pupils' progress	x	
Awareness of requirements for Health & Safety, SEND and Safeguarding for children	x	
Awareness of the importance of establishing positive links with all stakeholders	x	
Experience of managing classes through transition phases		x
Knowledge and understanding of the potential of computer technology to enhance the curriculum.		x
SKILLS		
Create a happy, challenging and effective learning environment	x	
Promote the College's aims positively	x	
Ability to provide clear direction and lead by example	x	
Develop good personal relationship within a team	x	
Develop professional relationships with parents, governors, and the wider community	x	
Ability to support and develop staff in their delivery of the mathematics curriculum	x	
Communicate effectively and appropriately, both orally and in written form to a variety of audiences	x	
Experience of leading in service training for staff		x
PERSONAL QUALITIES		
Approachable	x	
Committed	x	
Enthusiastic	x	
Able to motivate self and others	x	
Calm under pressure	x	

THE PACKAGE

Salary: St Dunstan's Basic Teacher Scale plus an R5 responsibility allowance (currently £3106pa)

Pension: Teachers' Pension Scheme (TPA)

Benefits:

- Tuition fee remission* (25%)
- Private Health Care Insurance (50% paid by employer)
- Free lunch and beverages during term time
- Free off road parking
- Reduced health club membership
- Salary Sacrifice Schemes
- Season Ticket Loan
- Free winter and summer social events
- Annual flu immunisation
- Use of College leisure facilities including gym, tennis courts and pool*

** Conditions apply*

