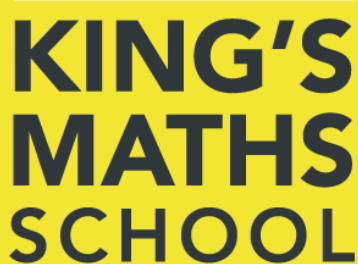


The logo for King's College London, featuring the text 'KING'S College LONDON' in white serif font on a red background. The word 'College' is in a smaller, italicized font. Below the text are three horizontal white lines.The logo for King's Maths School, featuring the text 'KING'S MATHS SCHOOL' in bold, black, sans-serif font on a yellow background. The text is arranged in three lines, with 'KING'S' on the top, 'MATHS' in the middle, and 'SCHOOL' at the bottom. There are horizontal white lines above and below the text.

## Lead Teacher (Year 12 or 13)

### King's College London Mathematics School

- Full time and permanent
- Start date 1 September 2024
- Full-time Salary £39,370 - £50,291 depending on experience

#### Job pack contents:

- Application procedure
- Information about King's College London Mathematics School, and the post;
- Job description;
- Person specification.

King's College London Maths School is seeking to appoint a Head of Year 12 or a Head of Year 13, known in the school as Lead Teacher (Y12) or Lead Teacher (Y13), to support the outstanding personal development, behaviour and welfare support at the school. The post holder must teach Maths at the school or Maths and Physics/Computing/Economics jointly.

#### Application Procedure

Should you wish to apply for this position please send the following:

- A completed application form, and
- An Equality and Diversity reporting form

Links to these documents can be found on our [website](#).

You may include a curriculum vitae and/or covering letter as well as, but not in place of, the application form.

Applications should be made electronically in Word or PDF format by email to [kclmsvacancies@kcl.ac.uk](mailto:kclmsvacancies@kcl.ac.uk). Enquiries may be made to Tom Collins, Deputy Head, using the same email address.

Closing date: 09:00 on Friday 22 March 2024

Interviews will be held on: Wednesday 27 March 2024

Please advise your referees that they may be contacted and asked to provide a reference at short notice.

## **King's College London Mathematics School (KCLMS)**

<https://www.kingsmathsschool.com/>

King's College London Mathematics School is for students with a particular aptitude and enthusiasm for mathematics, and aims to widen participation in mathematical degrees and careers at the very best institutions. The state-funded school was opened in September 2014 by King's College London, and since then its students have consistently achieved unparalleled attainment and progress through A Level results that have established the school as the top performing school in the country. Following the school's success, maths schools are now being opened by universities across the UK. The school was recently awarded State Sixth Form School of the Decade by The Sunday Times.

### **The curriculum**

Our aim for the curriculum is for it to not only ensure excellent progress and attainment at A-level, but also to prepare students for successful further study and careers in the mathematical sciences.

All students at the school take Mathematics, Further Mathematics and Physics to A-level, and either Computer Science or Economics to AS-level. They also take part in an extended curriculum that develops research, independence, literacy and communication skills, and that encourages the development of interests and of a healthy lifestyle. The school's educational ethos involves supporting students' future fulfilment by enabling confident self-expression both within and without our curriculum.

Students are prepared throughout their time at the school for the most challenging qualifications at sixth form level, including the STEP (Sixth Term Examination Paper, set by the University of Cambridge). They are also prepared to enter the many individual challenges and team competitions that are available in mathematics, physics and computer science.

### **The link to King's College London**

King's College London is one of the top 10 universities in Europe (*Times Higher Education World University Rankings 2020*) and the fourth oldest in England. It is the sponsoring organisation for KCLMS, and the university maintains strong strategic and operational links with the school. Strategic oversight is provided by the university through the school's governance structures, and academics from the faculty of Natural, Mathematical and Engineering Sciences interact with KCLMS students by teaching extension programmes and mentoring groups of students working on extended research projects.

### **Site and Size**

The school is located on Lambeth Walk, near to the Imperial War Museum and a short walk from King's College London's Waterloo campus. The school has 150 students split between year 12 and year 13.

### **Admissions Policy**

KCLMS operates a selective admissions process. The key entry requirements are:

- At least seven GCSEs at grade 5-9, including: Mathematics (grade 8 or better), Physics or dual award science (grade 7 or better), and English Language (grade 5-9);
- A threshold score in a mathematical entry test set by KCLMS;
- A successful interview in which the school will further assess applicants' ability to benefit from the experience of attending a specialist mathematics school.

The school is committed to recruiting a significant proportion of students from socially and financially disadvantaged backgrounds, and to an outreach programme to further this objective.

### **Outreach**

KCLMS aims to be a centre of excellence for the teaching of mathematics and its applications. The school supports high-attaining students across London, and in particular those who come from more disadvantaged backgrounds, to develop their mathematical skillset, and also works with teachers to provide professional development around the teaching of Mathematics and Further Mathematics A Levels.

## **Why work for King's Maths School?**

At King's Maths School we are proud to be an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. Benefits include:

- Being part of a small, knowledgeable, and fun team.
- The opportunity to work with young people who are deeply curious, focused, and ambitious.
- A highly collaborative work ethos including weekly group lesson planning.
- A progressive staff wellbeing policy that includes access to an in-school counsellor.
- Better than industry standard family leave benefits, including for adoption and surrogacy.
- 3 flexible holidays days per year that can be used during term-time to go to events or opportunities that would otherwise be difficult for teachers to attend.
- More holiday allowance than other state schools.
- A later start, with lessons commencing at 09:15.
- A cycle to work scheme (we have staff changing and shower facilities on site), educational discount at the Apple Store, access to King's College London's research, learning and prayer facilities, and subsidised KCL gym use.
- Opportunities to attend a range of cultural events for free as part of our cultural programme, including theatre shows, orchestra performances, sporting events, art galleries and museums.
- A bean to cup coffee machine – we know the importance of caffeine!

## **Head of year**

The Heads of Year are responsible for all matters relating to the personal development, behaviour and welfare of the students in year X, for having an overview of their academic performance, and for making sure that underperformance is tackled. They will work with the Assistant Head (Personal Development, Behaviour and Welfare) and the Tutor Team to ensure that students have a whole-school view of how well they are doing and what they need to do to improve, and will ensure that strategies are in place and are enacted to support these improvements. The Heads of Year will contribute to the teaching of Personal Development lessons (more commonly, PSHE).

They will in addition take on core teaching responsibility in the school as a teacher of one of the school's A-level subjects (Mathematics, Further Mathematics, Physics, Computer Science and Economics).

This post represents an interesting opportunity for a teacher to take on their first middle leadership role, or to gain experience of pastoral leadership before progressing to senior leadership posts. The opportunity to take on the responsibilities of the teacher of academic projects opens this post up to teachers from a broad range of academic backgrounds including the humanities and social sciences.

The successful candidate will have strong academic credentials and will already have a proven record of outstanding teaching. A vital qualification will be that they share the vision of the school to help talented and motivated young people find challenge and excitement in a curriculum that fosters intellectual growth and curiosity.

We don't want potential candidates to be put off if they believe they do not meet every one of the qualifications as described in a job description. We are most interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. We would encourage you to apply, even if you don't believe you meet every one of our qualifications described.

The post will commence from 1 September 2024.

# Job description

<b>Post title</b>	Head of Year X
<b>Responsible to</b>	Assistant Head (Personal Development, Behaviour and Welfare)

## Role outline

The Head of Year X is responsible for all matters relating to the personal development, behaviour and welfare (PDBW) of the students in year X, for having an overview of their academic performance, and for making sure that underperformance is tackled. They will work with the Assistant Head (PDBW) and tutors to ensure that students have a whole-school view of how well they are doing and what they need to do to improve, and will ensure that strategies are in place and are enacted to support these improvements.

## Responsibilities and Activities

### Head of Year X (where X=12 or X=13)

- To be accountable for the day-to-day behaviour and welfare of students in the year X, as well as their attendance and punctuality.
- To ensure that all students in year X know how well they are doing in all their subjects and what they need to do to improve.
- To act as the key person for proactive and reactive communication between school and home for students in year X.
- To manage the day-to-day activities of, and arrangements for, students in year X.
- To support the work of tutors as it relates to students in year X, focusing on high standards of social, personal and academic development of students.
- To work with the Assistant Head (PDBW) to support their leadership and management of the tutor team.
- To lead and manage the weekly assembly for students in year X, liaising with the Assistant Head (PDBW) on themes and content.
- To implement strategies which secure outstanding standards of behaviour, attendance and punctuality of students.
- To monitor the behaviour, attendance and punctuality of students in year X using the school's MIS and decide on, run and manage appropriate sanctions, interventions and rewards.
- To support key individual students who require particular academic or pastoral structures to support their learning, to put such plans in place and monitor them, and to report to the Assistant Head (PDBW) about such individuals.
- To ensure that parents / carers of students are well-informed of their child's progress including through termly parent/carer consultation evenings.
- To liaise with the members of the middle leadership team where appropriate to support and secure the progress and the well-being of students and to ensure that the day-to-day lives of students are well managed.
- To teach Personal Development sessions to year X, preparing appropriate resources for lessons and developing a Scheme of Learning in partnership with the Assistant Head (PDBW).
- To devise and run a schedule of House events for the students throughout the year in conjunction with the other Head of Year and the Assistant Head (PDBW).
- To contribute to the management of key school events, including open events, consultation evenings, assessment days and welcome events.

### **Head of Year 12**

- To ensure students are welcomed to the school and settle in successfully, including by developing and implementing a student induction programme.
- To devise and implement a more extensive programme of support to those students who are from relatively disadvantaged backgrounds.
- To lead on the Year 12 independent futures programme by:
  - establishing links with the professions, with industry and other employers, and developing with them career exploration opportunities for students;
  - ensuring that students develop an understanding of careers and of progression opportunities, and an ability to benefit from training and development opportunities;
  - ensuring that all students participate in purposeful and challenging activities relevant to their future career or study plans over the course of their year and over the summer holidays, and to lead, manage, implement and review the delivery of this programme.

### **Head of Year 13**

- Working with the Assistant Head (Academic), to manage the UCAS process from the students' perspective, including by ensuring that
  - students receive good advice, guidance and support when applying to university;
  - the school handles university applications in a timely and well-informed manner;
  - tutors are used to manage this process efficiently and effectively.
- To organise memorable and fun end of year activities to celebrate students' time at KCLMS, including a "prom".

### **KCLMS Teacher**

- To teach your specialist subject to KCLMS students, maintaining outstanding standards of teaching and learning.
- To support the school in developing an inventive approach to teaching, learning and assessment so that all students are challenged effectively and enabled not simply to get high grades but also to gain an excellent understanding of the subject which propels them into successful further study.
- To prepare appropriate resources for lessons.
- To provide academic support for students in their lessons, as well as a reasonable degree of support outside lessons (e.g. after school or during part of lunch) to ensure that every student makes continuous and effective progress.
- To provide feedback on students' progress to the school, to parents and to students themselves where appropriate and as directed by Senior Leaders.
- To provide or contribute to written assessments, reports and references relating to individual students and groups of students.
- To participate in arrangements for preparing students for public examinations and in assessing students for the purposes of such examinations.
- To participate fully in the learning community of KCLMS teachers, for example by regularly observing colleagues and welcoming observations in return, by contributing enthusiastically to discussions around teaching and learning.
- To contribute to a programme of after-school and lunchtime academic enrichment and co-curricular activities, which may sometimes require reasonable evening or weekend commitments, some of which will be offsite.
- To participate in recruitment events such as Open Evenings, Taster Days and Interview Days, some of which take place on weekday evenings or on Saturdays.

- To lead or assist offsite trips and visits (any necessary training, for example around First Aid or Risk Assessment, will be provided).
- To contribute to the establishment and maintenance of a caring, positive, safe and stimulating environment for each student at King's College London Mathematics School.
- To prioritise at all times the safety and well-being of the students by following the Welfare & Safeguarding policies.
- To INSET days and demonstrate a personal commitment to be fully up to date with training.
- To take a share of the duties around student supervision.
- To provide cover for absent colleagues and participate in arrangements for students' supervision during public examinations.
- To undertake any other duties which may be reasonably required by Senior Leaders.

# Person specification

## Eligibility to work in the United Kingdom

The advertising of this post has not been compliant with UKBA guidelines for candidates who need to apply for a Certificate of Sponsorship to work in the UK.

Criteria	E S S E N T I A L	D E S I R A B L E	HOW IDENTIFIED AND ASSESSED  AP Application I Interview R References TL Taught Lesson
<b>Education/qualification and training</b>			
Excellent grades in A-level(s) most closely suited to your subject specialism, or equivalent qualifications	X		AP
Good honours degree in or closely related to your subject specialism	X		AP
PGCE or QTS		X	AP
<b>Experience</b>			
Experience in a role involving responsibility for the pastoral care of students, e.g. as a pastoral tutor	X		AP, I, TL, R
Recent teaching experience in your specialist subject	X		AP, I, R
Successful and recent teaching experience of high-attaining students aged 16-19		X	AP, TL, I
Experience of teaching PSHE		X	AP, TL, I
Experience of a leadership role or leading a whole-school project		X	AP, I
Experience of UCAS application activities		X	AP, I
Experience of writing and implementing schemes of learning		X	AP, I
<b>Knowledge/skills</b>			
Precise and analytical self-reflection	X		I, TL
Ability to quickly create effective and constructive relationships with students	X		TL
Excellent communication skills, both written and verbal	X		AP, I
Excellent IT skills, including the ability to learn new systems quickly and use them intelligently and flexibly	X		AP, I
Knowledge of the needs of SEN(D) learners, in particular learners with high-functioning Autism / Aspergers		X	AP, I
<b>Personal characteristics/other requirements</b>			
Commitment to the educational vision and the mission of King's College London Mathematics School	X		AP, I
Ability to motivate, support and encourage students whilst maintaining professional boundaries.	X		AP, I

Ability to hold students to account effectively, ensuring continued or renewed motivation.	X		I
Profound and continuing interest in the subject(s) to be taught	X		AP, I
Profound and continuing interest in learning, teaching and assessment	X		AP, I
Commitment to own self-development	X		AP, I
Capacity to take initiative and to innovate	X		AP, I
Ability to lead and to enthuse others	X		AP, I
Ability to work constructively with others inside and outside the school	X		AP, I
Integrity and reliability	X		AP, I

### **Safeguarding**

King's College London Mathematics School is committed to safeguarding the welfare and well-being of children and applicants must be willing to undergo child protection screening appropriate to this post, including checks with past employers and the Disclosure and Barring Service.

### **Equal opportunities**

Our staff are amazing – they inspire students, have great ideas, and help make King's Maths School a fantastic place to work. We are committed to ensuring that we are always recruiting, retaining, and promoting a diverse mix of colleagues because we know that for our students to succeed they need a staff body with a broad range of ideas, skills, and experiences.

### **Applicants with disabilities**

King's College London Mathematics School is keen to increase the number of disabled people it employs. We therefore encourage applications from individuals with a disability who are able to carry out the duties of the post. If you have special needs in relation to your application, please contact the Business Manager by emailing [kclmsbusinessmanager@kcl.ac.uk](mailto:kclmsbusinessmanager@kcl.ac.uk)

Thank you for your interest in King's College London Mathematics School.