



**PROUD** TO MAKE SUCCESS HAPPEN



# ASSISTANT CURRICULUM LEADER - MATHS Applicant Pack

**Dear Applicant,**

**Thank you for your interest in working at Uxbridge High School.** I would like to take this opportunity to tell you a little about our unique school and to highlight the significance of this important appointment. You are applying to join an exemplary and highly energetic staff team that has moved the school into a very strong position both locally and nationally. I am looking for exceptional people with energy and drive to join us in this work.

We have much to celebrate at Uxbridge High School including a committed and focused student body and staff, outstanding facilities, strong relationships with the community and school partners, supportive governors and a thriving sixth form. We value the successes of every child, whatever their starting point, as a truly comprehensive and multicultural school that reflects life in modern Britain. You will enjoy the reward of working with a wide range of students, from a variety of backgrounds.

I would recommend that you spend time reading our most recent Ofsted report, which can be viewed here: [Ofsted report](#). The inspection report confirmed that there has been no change to this school's overall judgement of good as a result of this ungraded (section 8) inspection. However, the evidence gathered suggests that the inspection grade might be outstanding if a graded (section 5) inspection were carried out now. The report confirms our significant strengths in all areas of leadership, teaching, personal development and outcomes. We are particularly proud of our broad and ambitious curriculum, which prepares our students well for GCSE and A-Level study.

The current leadership team has embedded a number of changes to the approach we take towards learning, teaching and progress. These include rigorous self-evaluation, close monitoring of the impact of teaching on learning and highly individualised student and group tracking. Our lead practitioner team (LPT) lead on numerous initiatives to support this, for example, developing and supporting leadership of teaching at all levels. An extensive and rich CPD programme is highly valued by staff at all levels.

Our determination to eradicate any disadvantage, particularly through poor literacy and numeracy on entry to the school, allows our students to compete in a national context. This is one of the school's biggest challenges and one to which we apply a systematic, whole school focus, linked to a curriculum that is innovative, exciting and ultimately leads to student success. To this end we are constantly reviewing our curriculum pathways to ensure a rich and well referenced learning experience for all our students, whilst balancing the need to do the best for our students.

Our sixth form provision is exceptional with a broad and exciting post-16 curricula. We are highly successful in preparing students for a wide range of university, apprenticeship and workplace destinations.

As Principal, I operate with an authentic and distributive leadership style. To support this, I am looking for leaders and staff who subscribe to an open and trusting culture, who can bring a collaborative and 'can do' solution-focused attitude. We seek teachers and leaders who are able and keen to achieve excellence across the school.

The successful candidate will demonstrate their unrelenting energy and drive that will continue to allow Uxbridge High School to be a school that can guarantee to maximise student progress, achievement and opportunity through an outstanding education.

If you feel you can meet the needs of all of our students without limitation, and are excited to join us, then I look forward to hearing from you further

**Louisa Seymour, Principal**



# The Role

Uxbridge High School is a happy and ambitious school which enriches individuals academically, socially and emotionally. We have much to celebrate including a committed and focused student body and staff, outstanding facilities, strong relationships with the community and school partners, supportive governors and a thriving sixth form. As a truly comprehensive and multicultural school that reflects life in modern Britain, we value the successes of every child, whatever their starting point.

The school is seeking an Assistant Curriculum Leader in Maths who will support and assist the Curriculum Leader / Leadership line manager in the delivery of the curriculum by aiming for conditions in which teachers can operate at their optimum effectiveness so that all students achieve their full potential. We would welcome applications from exceptional teachers and leaders who can evidence their experience of delivering innovation and aspiration and outstanding teaching and who can make an integral contribution to Uxbridge High School.

The successful candidates will:

- lead by example, through outstanding practice and professionalism;
- demonstrate their ethos of putting our students at the heart of our curriculum;
- be driven to make a difference, to overcome barriers, to be relentless in enabling all students to make exceptional progress;
- be committed to your own personal development and collaborative, consultative working.

We would welcome applications from exceptional teachers who can evidence their experience of delivering innovation and aspiration and who can make a substantial contribution to Uxbridge High School.



Closing Date: Mon 15<sup>th</sup> April at 09:00

Contract: Permanent, Full time

Salary: Main/Upper Pay Scale (out London Weighing) plus TL2 (depending on experience)

## How to Apply:

- Completed application form
- Supporting statement (two A4 pages) outlining why you believe that you have the right skill set to undertake this role successfully. Please be sure to relate to the person specification and include examples of impact and evidence.
- Email to [recruitment@uhs.org.uk](mailto:recruitment@uhs.org.uk)

If you would like to discuss any part of your application, please contact Magda Cimminiello, HR Manager on 01895 234 060.

*Uxbridge High School is committed to safeguarding and promoting the welfare of children and young people. All appointments will be subject to receipt of satisfactory enhanced DBS check and pre-employment checks.*

*“To be part of an amazing school like this, you have to be PROUD. These values are part of everything we do and we are positive, respectful, open minded, unique and determined at all times. I feel so lucky to be at this school.”*

**Mariam Razaie – Year 7**



## Job Description

**Responsible to:** Curriculum Leader, Leadership Team Line Management, Principal

### Overview of role expectations

In this role you will support and assist the Curriculum Leader / Leadership line manager in the delivery of the curriculum by aiming for conditions in which teachers can operate at their optimum effectiveness so that all students achieve their full potential.

### Responsibilities and Tasks

As Assistant Curriculum Leader, in addition to carrying out the professional duties specified in the Teachers' Pay and Conditions Document. You will be responsible to the Curriculum Leader, Principal and Leadership Line Manager

#### Curriculum Development:

- To plan, co-ordinate and monitor parts of the curriculum within the curriculum area as delegated by the Curriculum Leader / Leadership Line Manager.
- To manage and review aspects of the curriculum to maximise student progress.
- To oversee the production of dynamic schemes of work, incorporating a range of teaching and learning styles, including use of ICT and approaches to differentiation.
- To co-ordinate developments relating to key stage developments

#### Raising Student Achievement:

- To assist the Curriculum Leader with planning, co-ordination and implementation of procedures for assessment, recording and reporting, including grouping criteria and exams.
- To assist the Curriculum Leader in completing work reviews and monitoring follow up actions.
- To assist the Curriculum Leader to promote a purposeful and thriving learning environment within the curriculum area which aims to raise student expectations and self-esteem.
- To implement appropriate interventions to tackle under achievement and progress of identified groups and students.
- To assist the Curriculum Leader with regular learning walks and work reviews to support staff development and student progress.

#### Staff Development and Teaching:

- To support the Curriculum Leader / Leadership Line Manager in managing the development of staff in accordance with whole school, curriculum area and individual needs

#### Other Management Roles:

- To deputise for the Curriculum Leader and meet with the Leadership Team line manager on matters concerning their Curriculum Area.
- To represent their Curriculum Area as necessary within the school and at meetings with governors, parents, inspectors, other secondary schools, etc.
- To co-ordinate, promote and be involved in extra-curricular activities.
- To assist the Curriculum Leader to manage and monitor the resources available and to allocate any devolved budget.
- To assist the Curriculum Leader to manage and monitor the application of the school behaviour policy within the curriculum area.
- To support beginner teachers or other members of the curriculum area to ensure high quality teaching.
- To contribute to the overall management of the curriculum area, deputising when necessary for the Curriculum Leader
- To ensure resources are prepared to support cover supervisors delivery of lessons within curriculum area.

In addition, the role includes a teaching load. Adherence to all safeguarding policies and procedures in place at Uxbridge High School.

## Person Specification

### Qualifications / Education / Training

- Qualified Teacher Status / PGCE or equivalent.
- First degree.
- Evidence of continuing and recent professional development (including leadership CPD).
- Further degree\*

### Experience

- Track record of good or outstanding teaching.
- Ability to teach within the curriculum area across the age and ability range and to teach Maths up to and including A Level.
- Clear evidence of successful teaching at examination level with outcomes exceeding school targets / NA.

### Skills, knowledge and abilities

- Evidence of good organisational skills.
- Good interpersonal skills.
- Good written, research and communication skills.
- Ability to manage resources effectively.
- Ability to motivate and effectively manage students in large numbers and individually.
- Ability to communicate effectively, motivating and influencing staff, students, parents and all stakeholders.

### Equal opportunities

- Commitment to equal opportunities and inclusion.
- Ability to promote and support the school's Equality and Diversity Policy.

### Disposition

- Flexibility, resourcefulness and commitment to Uxbridge High School, understanding collective responsibility.
- Ability to work hard with competing deadlines, prioritising appropriately and maintain good humour.
- To be interested in children as individuals, in how they learn and be committed to the comprehensive ideal.
- To believe in the importance of teamwork and a collaborative approach and be able to build supportive working relationships with colleagues.

- A willingness to commit time to extra-curricular activities.
- To demonstrate an innovative, diligent, "can do" attitude.
- A willingness to be involved in curriculum development.

\* *Desirable*



# PROUD TO MAKE SUCCESS HAPPEN

## Our Vision

Uxbridge High School is a happy and ambitious school which enriches individuals academically, socially and emotionally.

## The UHS Way

We develop the whole student in a safe, inclusive, and supportive environment. We nurture students' ambitions ensuring all are **PROUD** of their success.

The UHS Way is the foundation to everything we do, ensuring we:

- Provide exceptional learning experiences.
- Cultivate excellence in each student.
- Have a safe, respectful and happy community.
- Prepare students for future opportunities as global citizens.



Uxbridge High School students are **PROUD** to be:

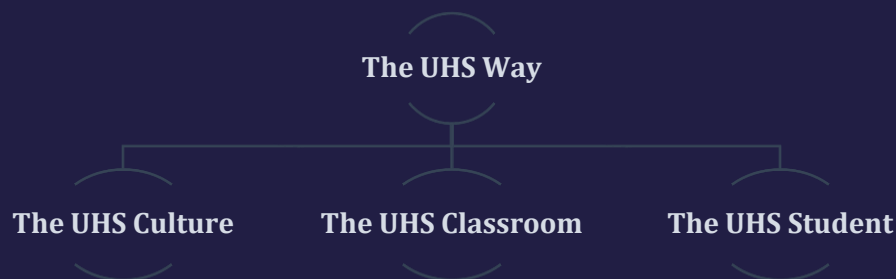
**POSITIVE** to learn new knowledge and thrive on developing their skills.

**RESPECTFUL** and kind to all members of our school community and its environment.

**OPEN MINDED** and happy about all new opportunities.

**UNIQUE** in their demonstration of skills and talents.

**DETERMINED** to achieve their best in all areas of the curriculum.



## Benefits & Rewards

Uxbridge High School employees benefit from:

- Free membership to the Benenden Healthcare Scheme (private healthcare scheme).
- Teachers' Pension Scheme (for teaching staff) or Local Government Pension Scheme (for non-teaching staff).
- Long Service Awards.
- Cycle to Work Scheme.
- Interest free loan for ECTs (up to £1,500).
- Interest free travel loans.
- Onsite gym.
- Financial support for higher and further education.
- Ongoing training.



Our staff benefits are continually being developed as we aim to provide the best opportunities for our staff.



# FURTHER INFORMATION

We have energetic and dedicated teachers, middle leaders, and senior leaders at Uxbridge High School. The board of trustees is well established and is resolved to drive and support our future development.

We value the dedication of our staff and are mindful to create a work environment that ensures well-being and supports productivity in the classroom. Uxbridge High School was one of the first schools to fully partner with Teach First. We continue to support new recruits into the profession and value the energy that they bring. We are innovative, creative and flexible in our recruitment and development of all staff.

## **Our Facilities**

We are fortunate to have an open campus with extensive playing fields. Our original school building, dating from the early 1900s, is still in use and is complemented by a range of more modern buildings. You will work in an exceptionally well-maintained school with high-spec specialist classrooms, laboratories and facilities.

Our most prestigious accommodation includes an excellent £6m sixth form centre, a state-of-the-art full size indoor sports facility and a new £2.1m art, drama and music centre.

## **Our Partnerships**

To ensure the best opportunities for our students we have strong relationships with several local universities and partner schools in Hillingdon, nationally and internationally. We also work closely with organisations such as Teaching Leaders, Teach First, Be Her Lead and the Royal Shakespeare Company.

## **Our Website and Social Media**

You can find out more about our work by looking at our public profile. Our website [uhs.org.uk](https://uhs.org.uk) and a selection of our social media accounts, linked below, give a fantastic insight into the extensive opportunities that form such a valuable part of our curriculum and are used widely by parents and other stakeholders:

- [twitter.com/uxbridgehighsch](https://twitter.com/uxbridgehighsch)
- [twitter.com/UHSPrincipal](https://twitter.com/UHSPrincipal)
- [twitter.com/uhs\\_VAPA](https://twitter.com/uhs_VAPA)
- [twitter.com/UHSPE](https://twitter.com/UHSPE)
- [instagram.com/uxbridgehigh](https://instagram.com/uxbridgehigh)

We also have a LinkedIn page, giving updates and current vacancies: [linkedin.com/company/uxbridgehighschool/](https://linkedin.com/company/uxbridgehighschool/)

## **Our Location**

Uxbridge is in the London Borough of Hillingdon in West London. We are in an urban area with a rapidly expanding population, but have easy access to the green spaces surrounding London.

The school is close to Uxbridge town centre, which is served by bus and tube links to central London, and has easy links from Hayes and West Drayton which is served by the Elizabeth Line. The M4 and M25 motorways link us to the national road network and Heathrow Airport provides global connections.



Humanities  
English  
ICT  
The Dome

LANGSTON BUILDING