

# Working at Westonbirt School

Head of Mathematics



WESTONBIRT  
— SCHOOL —

WS

WISHFORD  
SCHOOLS



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# Introduction from the Headmistress



Thank you for your enquiry about working here at Westonbirt School; our unique school, housed in a Victorian mansion and set in 210 acres of beautiful English parkland. Here our students can be carefree, feel secure in their inspiring surroundings and are able to enjoy fresh air and extensive space.

Westonbirt offers an exceptional education in small classes, with expert teaching staff dedicated to ensuring each student reaches their full potential.

Alongside academic excellence, we are extremely proud of our achievements in many areas outside the classroom. Students are regularly selected to play lacrosse for England and Wales, Drama productions have aired at the Edinburgh Fringe to high acclaim, over two-thirds play at least one musical instrument. Over 90% of Sixth Form students go on to their first choice universities including Cambridge, Durham, Cardiff, Bristol, UCL and many more.

Individuality is celebrated and our students develop a level of confidence, which is neither arrogant nor taken for granted. Success is celebrated and development is nourished. Westonbirt is proud of all students who create their own unique story during their time with us.

We are a thriving boarding school and the 24/7 nature of life at Westonbirt enables us to provide truly personal pastoral care deliver, as well as deliver an outstanding holistic education for all pupils.

Underpinning all of this is a commitment to supporting our staff, ensuring that we are continually improving our practice and providing opportunities for development and leadership.

I hope that you will want to discover what makes Westonbirt so unique and to apply to join our community. I look forward to receiving your application.

A handwritten signature in black ink, which appears to read 'Natasha Dangerfield'.

Natasha Dangerfield  
Headmistress

# General Information about the School

## Westonbirt School

The School consistently achieves excellent academic results and provides the pupils with a broad range of extra curricular activities to give depth to the learning. All pupils are inspired to achieve their very best potential and leave School with confidence and an ambition for lifelong learning.

Located in the heart of the Cotswolds, Westonbirt School is housed in a magnificent building, formerly the home of the Holford family. It has extensive grounds, including a nine-hole golf course and is set in an area of outstanding natural beauty, situated opposite the world famous Westonbirt Arboretum with whom we have a good relationship.

The Senior School is an independent boarding and day school for pupils aged 11-18. The School also benefits from sharing the grounds with Westonbirt Prep, a growing Prep School and Nursery. The School campus includes a Sports Centre and Swimming Pool and a 9-hole Golf Course.

For more information on Westonbirt School, please visit: [www.westonbirt.org](http://www.westonbirt.org)

## Wishford Schools

In May 2018, Westonbirt Schools joined the Wishford Schools group. Founded in 2011, the group currently comprises nine independent schools in Wiltshire, Gloucestershire, Berkshire and Kent. The group aims to provide an excellent education for all pupils, giving every child the opportunity to shine. Standards and expectations are high, and staff and pupils are challenged and supported to give their best.

Schools work closely with the group's senior leaders to define the school's strategy and then enjoy the autonomy to run their schools, while benefiting from the support that membership of the group brings. In addition to strategic input and the sharing of best practice, the group provides expertise in property, legal, HR, finance, compliance and marketing matters leaving heads with time to focus on the children within their care.

For more information on the Wishford Schools group, please visit: [www.wishford.co.uk](http://www.wishford.co.uk)



# The Opportunity

We are looking for an inspiring, engaging and talented teacher who has the relevant skills to teach Mathematics and to lead as the Head of Department for Mathematics. The successful candidate will be passionate about their subject, dedicated to providing exceptional learning experiences within the classroom, and keen to contribute to wider aspects of School life.

Candidates are sought who can demonstrate a track record of successful leadership and particular aptitude for:

- Subject knowledge, especially with regard to Further Mathematics
- Developing the practice of colleagues
- Communication and relationship-building;
- Planning, implementing and managing change; and
- Teamwork and attention to detail.

Full job descriptions and person specification can be found in this pack.



# Job Description

## Role: Head of Mathematics

This is an exciting opportunity to both continue to teach and to take on the Head of Department for Mathematics; you may not have held a Head of Department post prior to this role. You will be expected to support and develop the vision for Maths in the senior school, within the Faculty for Maths and Sciences. Your line manager will be the Head of Faculty. The successful candidate will have responsibility for the delivery of Maths education, to be responsible for the internal and external marketing and for promoting the subject within the School, to maintain high standards and to be responsible for teaching at GCSE, A level and Further Maths, as required.

## Main Responsibilities and Tasks

### Teaching and Learning

- Responsibility for reviewing and implementing the curriculum, ensuring that the teaching, learning and assessment is up to date, relevant and within the bounds of the school profile
- Planning and preparing courses and lessons
- Teaching, according to their educational needs, the pupils assigned to you, including the setting, marking and moderating of work where appropriate
- Assessing, recording and reporting on the development, progress and attainment of pupils
- Organising and participating in extra-curricular activities
- Leading and managing the department to deliver the expectations of the school within the context of your subject

### Key Events and Academic Calendar

- To attend Parents' Evenings, information evenings, future schools fairs, Open mornings and other key events
- To support outreach events with local feeder schools.

### Continuing Professional Development

- To ensure up-to-date knowledge of educational issues and trends
- To attend relevant professional training courses and independent school sector conferences
- To support department members in their professional development and progress.

### Parents

To ensure good, timely and appropriate communication is maintained with parents of pupils.

# Job Description

## General Duties

- Promoting the general progress and well-being of individual pupils and of any class or group of pupils
- Attend assemblies, registering the attendance of pupils and supervising pupils, whether these duties are to be performed before, during or after school sessions
- Providing guidance and advice to pupils on educational and social matters
- Making records of and reports on the needs of pupils
- Communicating and consulting with the parents of pupils as directed by the Headmistress
- Communicating and co-operating with persons or bodies outside the school
- Participating in meetings arranged for any of the purposes described above
- To promote and market the school locally and nationally and to actively contribute to the activities of the school and support colleagues
- To be aware of and comply with Health and Safety policies, legislation and best practice
- To work within school procedures and codes of practice
- To undertake such other duties as are required by the Headmistress.

## Person Specification

The successful candidate will have the following skills, experience and qualities:

### Skills

- Be an outstanding teacher, with exceptional subject and pedagogical knowledge
- Excellent communication skills and ability to build relationships with pupils, parents and colleagues
- Excellent planning, administration time management skills
- The ability to work to deadlines.

### Experience

- Educated to degree level with Qualified Teacher Status
- A track record of excellent pupil progress and attainment
- A level of leadership experience in a similar setting
- Evidence of a commitment to continuing professional development.

### Personal Qualities

- Leading by example with honesty and integrity
- A 'can do' attitude and the willingness to work hard to get things done



# Job Description

- Ambition, energy, enthusiasm and commitment
- Potential interest in, and a keenness to be involved with, the extra-curricular life of the school
- Ability to play a significant role in the local community, raising the school's profile
- Leadership qualities including authority and empathy to connect with and inspire teaching and support staff
- A confident and outgoing personality that will be able to maintain the support of colleagues, parents and pupils
- Be able to take the initiative; able to take an idea, developing it through to completion
- Have a good sense of humour and be flexible and adaptable.





# The Application Process

## Remuneration

An attractive salary and benefits package will be provided.

## Application Process & Important Dates

Applicants should complete the school's application form and submit by email to Miss Michelle Andrews, HR Officer at [michelle.andrews@westonbirtschool.uk](mailto:michelle.andrews@westonbirtschool.uk). The application form may be accompanied by a covering letter of no more than one page.

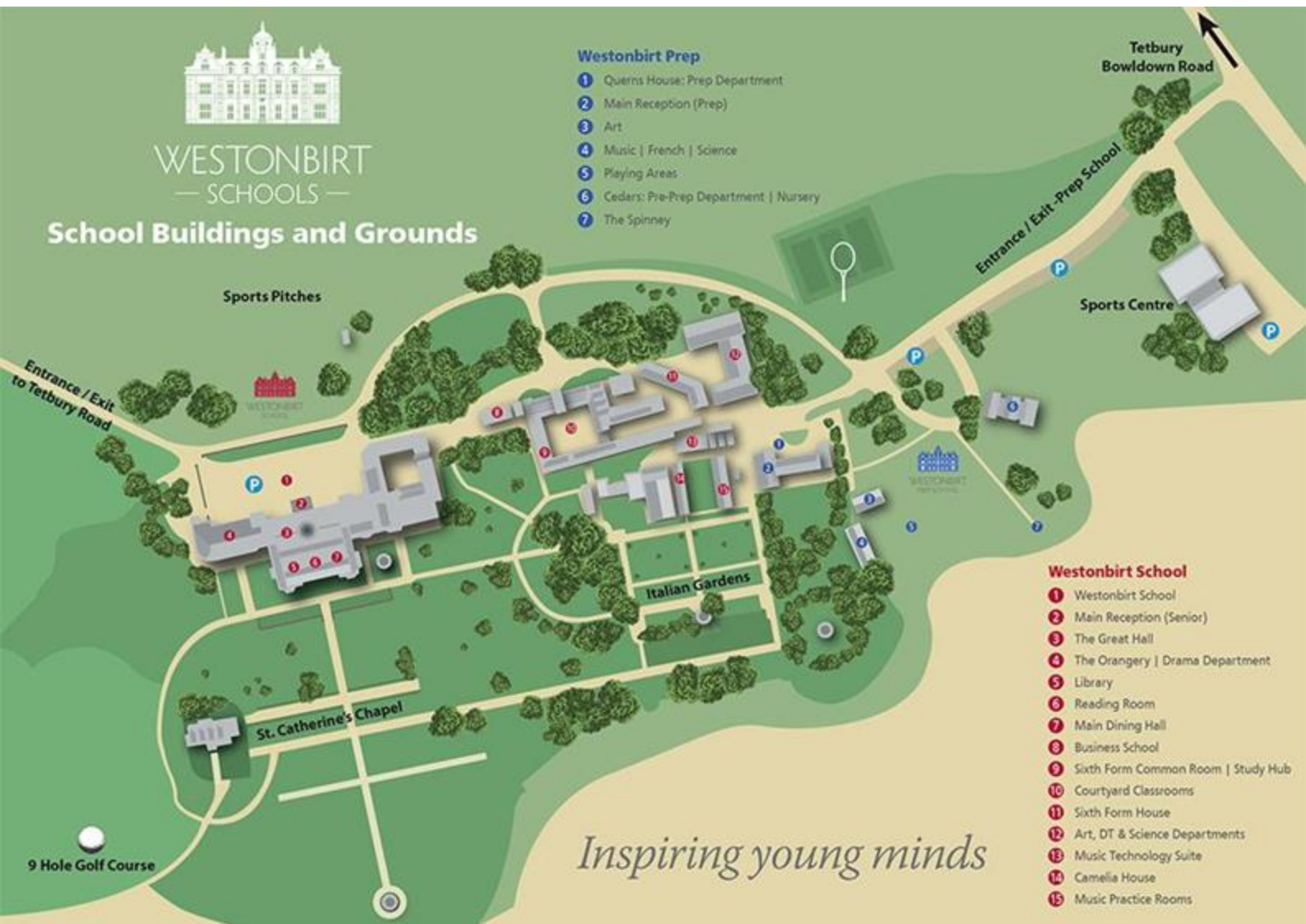
The closing date for applications is 12pm on Friday, 24th January.

Interviews will be held on Thursday, 30th January.



# The School Site

Westonbirt sits within 210 acres of parkland in the Cotswolds countryside. The map below shows the location of the main academic and boarding areas of the school site.





# Safer Recruitment

Westonbirt School recognises its responsibility to safeguard and promote the welfare of the children and young people in their care. This responsibility encompasses the following principles:

- To protect children from harm (maltreatment).
- To prevent impairment of children's health and development.
- To ensure that children are growing up in circumstances consistent with the provision of safe and effective care, thus enabling those children to have optimum life chances and to enter adulthood successfully.

The whole school addresses its commitment to these principles through ensuring all reasonable measures are taken to minimise the risk of harm to children's welfare. These include:

- Ensuring safer recruitment practice.
- Ensuring through training that all teaching and non-teaching staff are aware of and committed to the Safeguarding Policy and Child Protection Procedures.

- Adopting a code of conduct for all staff
- Establishing a positive, supportive and secure culture in which children can learn and develop, together with a school ethos which promotes in all pupils a sense of being valued, listened to and respected.
- Including in the curriculum, activities and opportunities for PSHE which equip pupils with the skills they need to stay safe from abuse and radicalisation, and which will help them develop realistic attitudes to the responsibilities of adult life.
- Providing pastoral support that is accessible and available to all pupils and ensuring that pupils know to whom they can talk about their concerns.

## Equal Opportunities

Westonbirt School is committed to providing equality of opportunity for all. The School will not discriminate either directly or indirectly on grounds of gender, marital status, race, ethnic origin, colour, nationality, national origin, disability, sexual orientation, religion or age (please refer to separate policies for full details).



# Contact Details

Miss Michelle Andrews, HR Officer  
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