

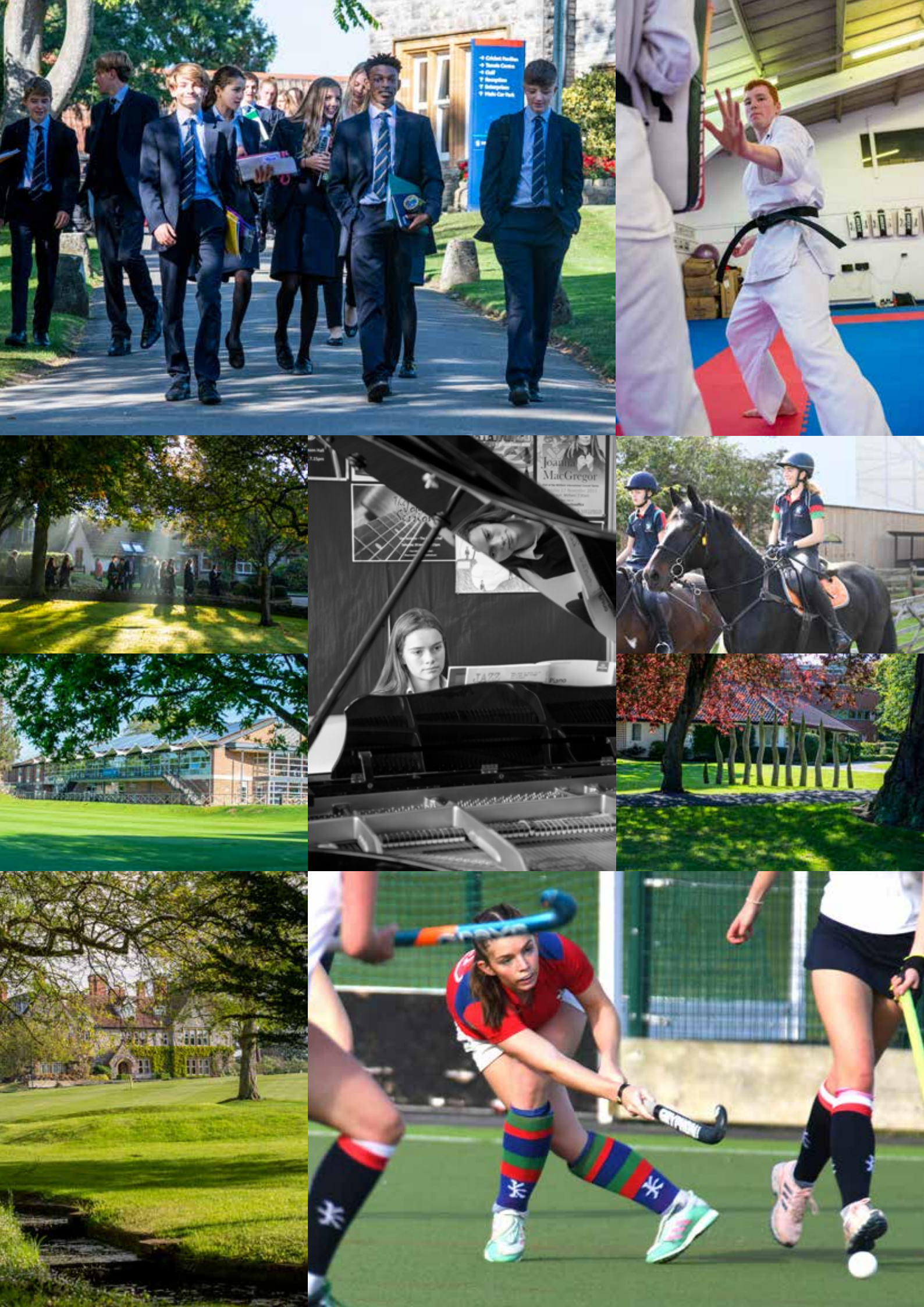
HEAD OF MATHEMATICS

Full-time from September 2020

Information for Applicants



MILLFIELD



ABOUT MILLFIELD



Founded in 1935, Millfield’s vision is to be the world leader for the development of children. There are nearly 1300 students at the senior school (year 9 to U6), with a 3:1 ratio of boarding to day. Although essentially a rural British school, 20 per cent of Millfield students are international and come from more than 70 countries. Set in over 100 acres of grounds, Millfield’s size brings great opportunity and the facilities are unmatched in the UK: an Olympic-sized swimming pool, golf courses, indoor centres for tennis, golf and cricket and an equestrian centre; concert hall, recording studio, theatre, art gallery, hi-tech Science block and outstanding teaching facilities; and high quality boarding accommodation.

Our aim is to discover brilliance in every child, and to immerse them in academic, creative and sporting opportunities to develop this brilliance. We offer an exceptionally wide range of courses and provide multiple pathways through the school to meet the needs of the individual child. Courses range from the traditional academic route to vocational courses and BTEC. The curriculum is meticulously crafted to lead students through from the end of year 8 to the start of university life or the first steps of a career. Our teachers are passionate about education and are dedicated learners themselves. We want to instil a love of learning and nurture natural curiosities. We aim to provide a first class education within the framework of the values that shape the school: be kind, be authentic, be curious, be disruptors, be brilliant.

Millfield has the resource and attitude to bring together key staff to provide an education and experience that honours the individual child. With small class sizes, sophisticated use of digital technology, excellent teachers and expert sports coaches, every student is individually supported to discover their own brilliance.

Dr Ceri Fiddes
Assistant Head (Academic)



THE MILLFIELD WAY



OUR PURPOSE

Provide an education and experience that honours the individual, to break the mould as an activist educator

OUR VISION

To be the world leader for the development of children

OUR MISSION

- Discover brilliance in every child
- Be the world’s best at immersing children in limitless academic, creative and sporting opportunities
- Be the market leader in providing transformational bursaries

OUR STRATEGIC OBJECTS

Millfield will develop ‘The Millfield Way’, a philosophy that underpins all that we do and informs our values.

Millfield will deliver an exceptional academic experience for all children.

- Millfield will prepare children for the next stage of life through developing entrepreneurship, resilience, service, tolerance and achieving success through hard work.
- Millfield will be a centre for learning for adults as well as children.
- Millfield will promote physical and mental health, happiness and wellbeing for children and staff and lead the debate in this area.
- Millfield will lead on the provision of public benefit through effective partnerships with maintained schools, provision of transformational bursaries and contribution to the national debate on education, wellbeing and physical development.
- Millfield will develop leaders and disruptors who have a strong sense of other, being distinctively different to ‘traditional’ independent schools.
- Millfield will create tailored pathways for talented children ensuring they are always supported and challenged.
- Millfield will have a sustainable financial model which seeks lower fees and lower costs.
- Millfield will have an ambitious Campus Masterplan to provide the best school facilities and define.





THE HEAD OF MATHEMATICS

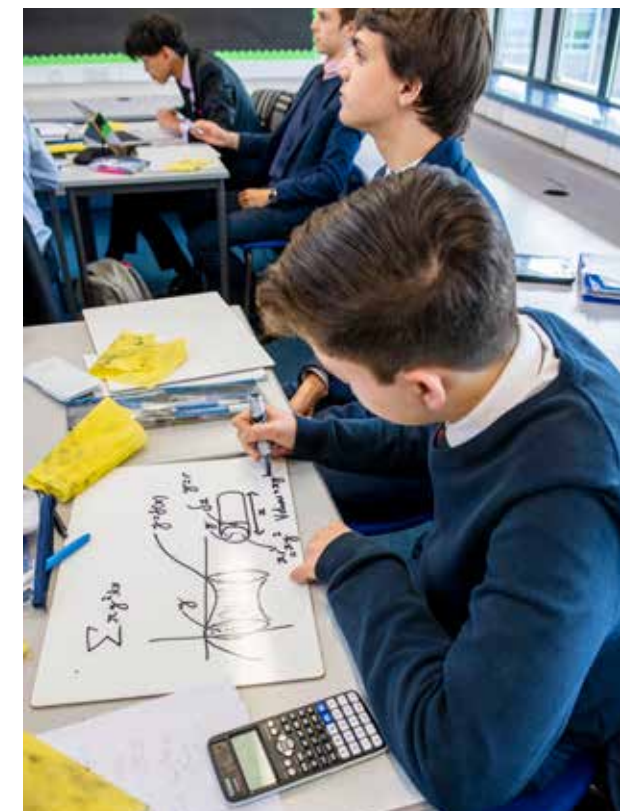
THE ROLE

This is an exciting opportunity to lead a dynamic Mathematics Department of 23 teachers. It is an engaged and inspiring department with a great sense of professionalism and team spirit; we are driven by our desire to guide and develop young people in their learning and love for mathematics. As a department, we steer away from algorithmic learning and try to enable students at all levels to develop a firm understanding of the concepts that they encounter. We encourage the pursuit of mathematics both inside and outside the classroom and are not restricted by exam specifications.

The department is structured with a Head of Department above a management team of five 'Year Managers', each responsible for a particular year group. The year managers act as deputies for the Head of Department and are involved in discussions about strategic planning as well as helping with the day to day running of their year group and the department as a whole. In addition, each member of staff contributes to the development of the department in some way (e.g. collating shared resources or taking responsibility for specific learning difficulties).

Class sizes at Millfield are kept small to help provide the highest quality of education. The maximum set size in the department is currently 16 with most classes being smaller than this, particularly for less able pupils (average class size is 11). Each member of the department has their own classroom with a PC, data projector and interactive board. In addition to this, all pupils and teachers have iPads and access to a set of commonly used apps. The department has a part-time secretary (10 hours per week) to assist with administrative tasks.

Learning at Millfield extends beyond the classroom. The maths workshops offered at lunchtimes and during Sixth Form study periods are widely used by many of our students. We also offer a range of study support programmes for those who find mathematics difficult. Extra-curricular mathematics is a very important part of what we do. As well as catering for the needs of our brightest pupils, we try to encourage as many pupils (and staff) as possible, regardless of ability, to take part in these events and activities. We are, for example, keen participants in the UKMT Team Maths Challenges and have won regional finals of both the sixth form and year 8/9 competitions in the last few years. We enter many pupils for the UKMT Maths Challenges where we gain a considerable number of top awards and each year have a good number of pupils qualifying for the British Mathematical Olympiad papers. Each half term the department hosts 'Pi Shop', a club aimed at sixth form pupils which provides the opportunity for them to deliver a presentation to peers and staff on an area of extra-curricular mathematics that interests them. Other



extra-curricular activities include House Maths and regular evening lectures from visiting speakers.

Alongside developing a love of mathematics, we prepare students for the Edexcel International GCSE and each year our top few sets are fast tracked through the course, giving them the opportunity to work towards the OCR freestanding Additional Mathematics qualification alongside the IGCSE in Year 11. We teach both Mathematics and Further Mathematics at A level using the OCR Examination Board as well as preparing pupils for Oxbridge interviews, entrance exams and STEP Papers. Mathematics is a very popular Sixth Form choice, attracting approximately 100 pupils in each year group.

HEAD OF MATHEMATICS



RESPONSIBILITIES

The Head of Mathematics is responsible for the smooth running of the department and oversees the professional development of colleagues in the department. Responsibilities include:

- (i) Specifications, schemes of work, departmental handbook, evaluation of external examination results, departmental self-review and target setting
- (ii) Departmental timetable and examination arrangements
- (iii) Management of departmental budget and ordering resources
- (iv) Health and Safety in the department
- (v) Teaching Staff
 - appointment (with Headmaster), induction and training
 - appointment of staff to formal positions of responsibility within the department
 - delegation of departmental responsibilities
 - career and professional development:
 - professional development review meetings

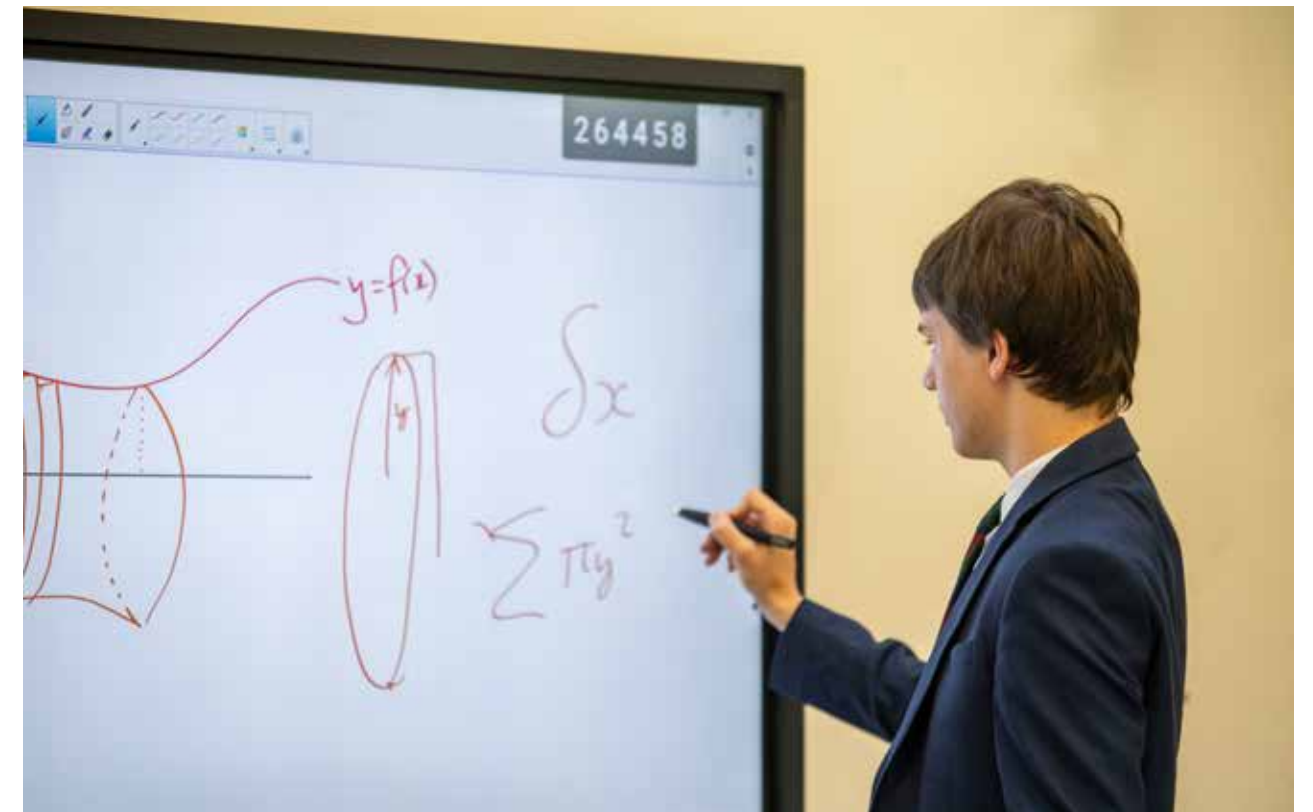
- observe lessons and complete work scrutiny
- encourage the take up of INSET opportunities and other forms of professional development
- encouragement of staff to take department, school or external posts of responsibility
- maintenance of academic standards through regular monitoring of classroom teaching and student assessment
- monitor overall staff loading
- weekly and other departmental meetings
- report and ensure cover for staff absence
- monitor and advise on subject report writing

- (vi) Technical/Support Staff
 - appointment (with Personnel Manager)
 - organisation and direction
 - monitor, support and encourage
- (vii) Students
 - maintenance of high (academic) standards
 - ensure appropriate setting
 - ensure access to differentiated materials
 - discipline in the department and departmental sanctions
 - advice on your subject at Millfield and in Higher Education
 - assessment record keeping
 - recommendation for academic prizes
 - monitoring progress of and target setting for individual pupils
 - encouragement of out of classroom activities
- (viii) External
 - Millfield Prep School liaison
 - Co-ordinate the setting and marking 13+ and Sixth Form Scholarship papers
 - University liaison
 - Professional bodies
 - HMC Canford Group, subject conferences, LEA schools
 - Examination Boards
 - Advice and information for parents
- (ix) Internal
 - Work with other senior staff as necessary, including:
 1. Other Heads of Department – in areas of overlap and common interest
 2. Deputy Head (Academic) and Assistant Head (Academic) – curriculum, resources, development, teaching and learning issues, staff welfare and INSET
 3. Curriculum Co-ordinator – examinations and timetable
 4. Heads of Year and Housemasters/ Housemistresses – pupil welfare and academic oversight
 5. Estates Manager – Health & Safety and maintenance of buildings





WORKING AT MILLFIELD



BENEFITS OF SERVICE

Millfield School has high expectations of its staff and therefore looks to reward them with generous salary scale increments and beneficial conditions of service. All teachers are offered membership of a pension scheme and have longer holidays than the maintained sector. Class sizes are small (typical class sizes are 8-14) and most teachers have their own classroom. All teachers are issued with an iPad as part of our mobile learning project (there is a strong focus on the use of technology to support teaching and learning).

A wide range of opportunities for professional development exist and staff are encouraged to develop their skills and consider career options at all levels. There is ample opportunity to take on additional responsibilities for which there are allowances.

Fee concessions are available across the pre-prep, prep and senior school.

Millfield is set in beautiful grounds and staff are welcome to make use of the extensive leisure and sporting facilities (which includes gym, swimming pool, golf course, tennis courts, squash courts etc.) for themselves and their immediate family.

All staff enjoy free on-site parking. Heavily subsidised lunches (of outstanding quality) and free refreshments are available throughout the day.

Each member of the teaching staff has a voice on professional matters via the Common Room Chair. The ability to join a strong community through a number of social events (Staff Bar, Staff sports leagues etc.) is encouraged.

Millfield is a dynamic and incredibly rewarding place to work with a strong sense of community.

LIFE AT MILLFIELD



GENERAL INFORMATION

All teachers at Millfield are expected to:

- Play a full part in the extensive games and activities programme.
- Be a group tutor attached to a boarding or day house.
- Be attached to a boarding house as a liaison tutor, doing a weekly evening duty.

Millfield School has adopted the school-wide use of mobile technologies in teaching and learning, and applicants are expected to develop their own skills and teaching to make appropriate use of such opportunities.

Millfield School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Offers of appointment are subject to satisfactory references and DBS clearance.

Statutory induction is provided for NQTs. Staff are normally expected to find their own accommodation. A reduction in day fees is available to all full-time teachers for any son/daughter attending Millfield Schools from Reception to year 13.

Salary is according to the Millfield Scale.

INFORMATION FOR APPLICANTS

SELECTION PROCESS

Please complete an application form via our website. You will be asked to upload your CV and include a covering letter together with a declaration form. The closing date for applications is Wednesday 13th November with interviews being held the following week.

Short-listed candidates will be invited to the school for a day and the selection process will involve a lesson observation, presentation and several interviews.

Further information about the post can be obtained from the Head of Mathematics, Mr Tom Bowley on 01458 444193 or by e-mail on bowley.t@millfieldschool.com



