



## **HOLMEWOOD HOUSE SCHOOL**

Barrow Lane, Langton Green, Tunbridge Wells, Kent, TN3 0EB  
Telephone: 01892 860000 Website: [www.holmewoodhouse.co.uk](http://www.holmewoodhouse.co.uk)



## **Maths Teacher**

### **About Holmewood House School**

Holmewood House is a prestigious independent Prep School of 440+ pupils aged 3-13 years, set amidst 30 acres of the most beautiful Kent countryside, just outside Tunbridge Wells. The School is a happy and supportive working environment, where we pride ourselves on the exceptional provision for our pupils and staff in all areas.

Holmewood House provides a broad, well-balanced curriculum with outstanding teachers in what is very much a family school where the positive relationships between the teachers and children allows staff to get to know and understand the individual needs of each and every child. They foster their talents and nurture their growth through a challenging and exciting curriculum.

The school wholeheartedly believes that emotional and social well-being, self-esteem, happiness and confidence are of prime importance and are in themselves inextricably linked to academic progress. Staff are excited by the curiosity and thirst for learning that each child, regardless of their ability, naturally displays. They work hard to allow each child to ask why, to query and to have the time to develop their thoughts into fresh discoveries and innovations and, in doing so, overcome the challenges faced. The end result is the celebration of learning – a reward in its own right!

The wonderful environment and outstanding facilities provide a strong framework upon which the ethos of 'allowing children to be children' can be achieved. Childhood is full of exciting new experiences which, parents and teachers relive, through the eyes and laughter of the children.

The relationship between home and school is of fundamental importance in ensuring every child is surrounded by the love, care and guidance which they require as they make their way through their educational journey. In short, the partnership allows the children to enjoy the most important journey of all: childhood.

For further information about Holmewood House please visit our website

[www.holmewoodhouse.co.uk](http://www.holmewoodhouse.co.uk)

## Role requirements

Mathematics is a fundamental core subject at Holmewood House. We seek to recruit an inspirational Mathematics teacher to join our department and contribute to the enjoyment and success that our children have with maths. Applicants should be able to teach across KS2 and/or KS3. Experience of teaching Common Entrance and Scholarship Mathematics is welcome.

The role will be based at Holmewood House School, predominantly in Years 5 to 8. There may be occasions where you will be required to work in other parts of the School.

The role will report to the Head of Mathematics.

## Your role

To ensure the effective teaching and learning of all pupils, helping them to develop to their full potential.

To fully support the policies and aims of the School and to ensure the personal, social, emotional and physical development of every child.

Applicants will be innovative and creative and happily go the extra mile to achieve the highest possible standards of learning and pastoral care for our pupils.

The successful candidate will be an outstanding classroom practitioner who will:

### Main duties

- To undertake all duties designated by the Head of Mathematics
- Understand the needs of the individual pupils in the class, structuring their learning so that they progress at a rate which challenges them in a secure environment.
- Promote the general progress and wellbeing of pupils assigned to you and to be involved in the pastoral care of all children in the department, reporting any concerns to the Assistant Head Pastoral/Head/DSL.
- Have consistently high expectations for behaviour at all times.
- Provide guidance and advice to pupils in all areas of their development.
- Inspire each child to achieve their potential and develop enthusiastic and confident learners.
- Plan appropriate work and organise the children's education in line with the KS2 and KS3 curriculum.
- Be aware of developments in ICT and how they may be integrated into your subject.
- Work as part of a team and attend planning meetings with appropriate staff members.
- Facilitate, support and monitor the overall progress, learning and development to help the children achieve and exceed expectations.
- Carry out assessments to inform next steps and set targets.

- Maintain records as evidence of learning for each individual pupil's profile.
- Set and mark work (including assessments) to be carried out by the pupils in school or at home, as required.
- Assess, record and monitor the progress of each pupil and report relevant information on the progress and attainment of pupils to their parents through parent consultations, written reports and ad hoc face to face meetings / communication.
- Regularly review methods of teaching and Schemes of Work.
- Participate in arrangements for professional development and participate fully in the school's performance and development process.
- Plan and organise curriculum related visits/speakers to enhance learning experiences and assemblies.
- Undertake a proportion of duties to ensure the smooth running of the school, supervisory duties, breaks, lunchtime and After School Clubs.
- Take responsibility for classroom displays and a proportion of the displays in the Lower School.
- Promote equal opportunities for all pupils.

### Key Professional Skills

- To engage in wider school activities as required, e.g off site trips, Speech Day, Sports Day etc.
- Prepare for lessons and carry out tasks to assist with the smooth running of a busy class.
- To attend school Inset and other training as required.
- Respect confidentiality of our pupils as you will have access to sensitive information relating to pupil needs which must be managed sensitively.
- To act in a professional manner at all times.
- To be an adaptable, supportive, vigilant, positive, willing member of staff and to enjoy working with children.
- Be an outstanding teacher.
- Be confident and able in ICT.
- Communication skills – be able to make points clearly and understand the views of others.
- Self-management – be able to plan time effectively and to organise yourself well.
- Be able to run extra-curricular activities, if required.
- Work with colleagues to develop a holistic education which blends tradition with innovation.
- Work in close partnership with the Teaching Assistant, parallel Teachers and Head of Pre-Prep.
- Work in partnership with parents.
- Attend staff meetings that take place on a weekly basis after school and other meetings as required to meet the needs of the department/school.
- To adhere to all school policies and procedures.
- Holmewood House School offers a caring and stimulating environment to all pupils. The high expectations of staff and parents regarding educational standards and social behaviour must be reflected at all times.
- Members of staff are expected to arrive punctually. The working day of the teaching staff begins before the children come into the classroom and ends after they have left. Typically the hours are 8am – 6pm however there may be occasions where additional hours are required in order to fulfil the needs of the role, this may include but will not be limited to: parent consultation evenings, training, other key events in the school calendar.

Whilst every effort has been made to outline the main duties, responsibilities and requirements of the role the list is not exhaustive and the successful candidate will be required to undertake different

tasks as necessitated to meet the changing needs of the school environment and the professional development of staff. This job description may therefore be subject to amendment.

## **Salary**

A competitive salary and benefits package, along with accommodation, will be offered.

Salary range: £27,952 - £42,643 (placement within this range will depend on experience).

We welcome applications from NQTs.

## **Start date**

Immediate

## **Offer**

The successful applicant will be offered the role subject to the satisfactory completion of a number of background checks.

## **Safeguarding**

Holmewood House is committed to promoting and safeguarding the welfare of children. All staff are required to adhere to and ensure compliance with the School's Safeguarding policies at all times.

The school adopts a rigorous safer recruitment process which is adhered to in the appointment of all new members of staff. As part of the safer recruitment process, all applicants must be willing to undergo child protection screening appropriate to the post including, but not limited to, checks with past employers and an enhanced Disclosure and Barring Service (DBS) check.

## **Application**

If you wish to be considered for this role, please complete an application form and email to: [recruitment@holmewoodhouse.co.uk](mailto:recruitment@holmewoodhouse.co.uk)

CVs can also be submitted as supporting information to the application form.

The closing date for applications is Friday 20<sup>th</sup> December, however, we reserve the right to interview and offer prior to this date. If you would like more information on the role or require a hard copy application form please contact Fred Quirk (Head of Maths) on 01892 860000.