

HEAD OF MATHEMATICS AND COMPUTER SCIENCE



Information for Candidates



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Introduction from Ruth Sullivan, Headmistress

Working at Sherborne Girls is an exciting opportunity. As a full boarding school we are able to offer a varied and creative academic curriculum supported by a full co-curricular programme. We place a great deal of importance on appointing the right staff, and we look for those who are able to make a genuine difference to the lives of our students. We are fortunate to be able to attract a high calibre of staff to our wonderful school. We really value the contribution made by all our teachers and support staff and in turn we offer a full programme of continuous professional development tailored to individual needs.

We are privileged to work in the attractive market town of Sherborne, which includes a beautiful Abbey, is steeped in heritage and has good connections by road and rail. We work closely with the other schools in Sherborne, particularly Sherborne (boys) School, to make this a unique educational experience.



Most of all we are proud of our girls, who leave us as at the end of their time at Sherborne as adaptable, courageous, compassionate and curious young women.

If you would like to be part of this thriving community then we would love to hear from you.

Ruth Sullivan, Headmistress

Sherborne Girls

The School

Sherborne Girls is an independent, full-boarding and day school founded in 1899. It is situated on a beautiful campus on the western edge of the historic Abbey town of Sherborne and has an excellent academic record combined with first-rate facilities. It aims to give its pupils (aged 11 - 18) a broad and balanced academic, physical, social and moral education. The school has an Anglican foundation. Academic results are excellent at GCSE and A Level.

Neighbouring Schools

There are very good relations with neighbouring schools; drama, music, social and academic life are greatly enhanced by shared activities and resources. The range of subjects offered in the Sixth Form are increased by working in partnership with Sherborne School and The Gryphon School. A Level courses are available for our Sixth Form of over 180 girls.

Boarding

The boarders live in seven purpose-built houses: one for Years 7 and 8, five mixed-aged houses for Years 9 to 12, and an Upper Sixth House. Each house has a pastoral team comprised of a teaching Housemistress or Housemaster, resident and non-resident tutors and matrons. Girls eat in their houses and the Personal Tutor system is house-based.

Academic Achievement

We are proud of our academic achievements and strive to give all our students the best opportunities for them to develop their unique potential. The curriculum is enriched by appropriate use of technology, an extensive co-curricular programme, a range of study days and external trips. However, our aims are broader than just to achieve excellent examination results, and although our pupils make progress significantly above expectation, we also want them to develop independence and other life-skills, talents and interests, along with respect for one another.



Development

In the last five years, we have implemented our strategic vision, resulting in the building of a new Science Centre, a new Boarding House for Years 7 and 8, and the refurbishment of most academic spaces within the school. The recent opening of our new Arts Centre has given the school enviable facilities for music and the arts; this will soon be coupled with an exciting renovation of the drama department to create new studio and rehearsal spaces. Boarding accommodation is being upgraded and there has been a reorganisation of pastoral staff in the boarding houses.

School Aims

- Full boarding – To deliver the highest standard of boarding provision through exceptional facilities, resources, care and experiences
- Culture of ambition – To engender a culture of excellence in all aspects of school life and with all members of the community
- 21st century women – To nurture and inspire a vibrant community of fulfilled, inquisitive, confident women who are thoroughly prepared for higher education and their future lives, with the desire to make a difference
- Community – To continue to grow both collaboration and communication with the wider community
- Leadership & Management – To provide value through high quality, sustainable resources with effective and responsible governance, leadership and management.

The Department

The Mathematics Department of Sherborne Girls aims to develop the abilities of our pupils to:

- set out mathematical work in a logical and clear form using appropriate symbols and terminology
- analyse a problem, select a suitable strategy and apply an appropriate technique to obtain its solution
- apply Mathematics in everyday situations and develop an understanding of the part which Mathematics plays in the world around them

The Department has a strong focus on the future of Mathematics in the School and is keen to maintain the extremely high level of results both at iGCSE and A level. All year groups are set for Mathematics and in years 10 and 11 further provision is made for the more able with an accelerated set who study AQA Further Mathematics Level 2 certificate in addition to the Edexcel iGCSE. In the Sixth Form, Mathematics is one of the most popular courses with pupils choosing to study the subject at A level or at the recently introduced one-year Core Maths course. For A Level, we follow the Edexcel Mathematics and Further Mathematics specifications and for Core Maths we follow AQA. GCSE Computer Science was introduced in September 2020 following a computer skills course that is delivered to all year 9 pupils. A Level Computer Science is offered as a subject taught at Sherborne School.

As a department, we believe in offering our pupils opportunities to enjoy Mathematics both inside and outside of lessons. Pupils are challenged in class according to their ability and excellent use is made of a host of resources including Parallel and channels such as Numberphile in order to stimulate engagement and enthusiasm for Mathematics. Top sets are entered for the relevant UKMT Maths Challenges each year and there are also numerous opportunities to compete in competitions both individual and team. These include the Millfield Maths Challenge which our team won last year, UKMT team competitions at all levels, the National Cipher Challenge and MEI's Ritangle competition. The Mathematics department also runs an extensive co-curricular offering including extension clubs at all ages, academic support and study skills sessions to support the full spectrum of pupils at Sherborne Girls. Joint events with local schools have proved popular in normal times and we are fortunate to be able to collaborate with local schools to increase the students exposure to Mathematics.

Features

The Department comprises eight specialist teachers and is accommodated in its own classrooms, all of which have interactive whiteboards. All staff integrate the use of ICT into their teaching, and are equipped with Microsoft Surfaces to aid in this. All prep is set and marked on One Note and the department has developed a real enthusiasm for the opportunities that technology provides in teaching Maths. There is a Maths office conveniently located in the main school buildings with recently installed docking stations for mobile devices. This work area facilitates a collaborative approach to teaching and learning. Pupils are encouraged to make use of the open door policy within the department and it is a regular occurrence to find one of them coming for additional support.

The members of the Mathematics Department form a highly motivated team with excellent subject knowledge, passion for the subject and diverse teaching styles. The number of pupils continuing this subject in Sixth Form (43% of the cohort) demonstrates the popularity and success of this subject. As part of the team there are two experienced examination markers for A Level and GCSE who provide up-to-date knowledge of the examination requirements and share ideas on how to improve teaching. A unique and valuable asset for the department is having a teacher who offers extra one to one support for those pupils who struggle in this subject.

The Role

The Head of Mathematics and Computer Science is responsible to the Senior Deputy Head (Academic) and to the Headmistress, for sustaining and improving the quality of the provision of Mathematics (both within and beyond the curriculum) offered to the pupils within the School.

The appointed Head of Mathematics and Computer Science will be responsible for the strategic development of the faculty of Mathematics and Computer Science. They will have a passion for the subject, strong management skills and a flexible and imaginative approach to teaching and learning with a vision to develop this area of the school to be highly regarded as a centre of excellence, inspiring girls to succeed. The Head of Mathematics and Computer Science is responsible for the day-to-day management of the teaching members of the Department.

Leadership

Lead through effective teaching, professional vision and knowledge.

Chair weekly department team meetings, ensuring that these are structured, logged and attend by staff.

Be responsible for the professional development of staff, maintaining and creating opportunities for collaboration and positive team dynamics. Promote and organise, INSET and training opportunities for your team as a whole and for individuals.

Arrange, knowing the strengths and areas of development of individuals in your team, the deployment of these members in the timetable.

Mentor, coach and line manage staff including carrying out Staff Development Review meetings and documentation, setting challenging and appropriate targets reviewing these targets regularly. Give pastoral care and support to members of your team, as part of the management of their lives within the School.

External examination results, present a report to the Senior Deputy Head (Academic) an analysis of the results and proposals.

Produce annually a departmental Self Evaluation Form and an analysis of Department Strategic Development Plan in collaboration with members of the department and within the framework of the School's Development Plan.

Whole School

Responsible for the production and marking of entrance and scholarship papers and the promotion of the subject within and outside the school.

Work collaboratively with the Head of Mathematics at Sherborne School and other local schools.

Attend Heads of Department meetings and be an active member of the Academic Hub.

Support and lead the team of teachers in all areas of curriculum structure, strategic planning and in the development of the quality of teaching and learning.

Main Duties and Responsibilities

To be accountable for pupil progress, ensuring pupils are suitably prepared for entry to the appropriate public examinations (including coursework, where applicable)

Implement and review the curriculum to ensure that it meets the needs of the pupils, maximising levels of attainment in the subject.

Amend and update schemes of work (within the requirements of examination boards) and seek ways to continually improve them.

Communicate effectively with staff, parents and pupils on curriculum and teaching and learning matters in maintaining high standards and expectations.

Induct new staff in line with school policy when required.

Observe members of your team on a regular basis as part of the on-going process of subject quality assurance, development of teaching and learning, and to enable an understanding of the strengths and areas of development of your team. Retain evidence for monitoring the effectiveness of teaching and learning and staff development.

Conduct work scrutiny and ensure that work is marked in accordance with the Department's marking policy and keep assessment records.

Use internal and external assessment data, including scholarship and entrance examinations, for effective evaluation and tracking.

Key responsibility for the promotion of achievements and experiences of pupils in your subject, maintaining and developing links with Higher Education establishments and their entry requirements.

Organise and promote activities to enhance academic enrichment opportunities and experiences in your subject area, including UK and overseas educational enrichment opportunities. Organise visits, trips and lectures pertaining to the subject, ensuring that the School's Off site Activities procedures are followed.

Maintain the subject area of the department SharePoint and Teams including Department Handbook, schemes of work and teaching resources.

Promote the use and development of technology for learning in the teaching of your subject, supporting your team and discussing digital developments in team meetings.

Oversee the writing of reports, provision of information to parents, ensure attendance at parents' meetings and prompt and appropriate response to parents' enquiries.

Liaise with the librarian to develop the Department's use of the library.

Responsibility for Health and Safety in your department area. Ensure correct practice is in place to maintain safe practice in line with the Department and School's Health and Safety procedures and expectations and write and update the department Safety Policy Document.



Teacher and Teaching Responsibilities

Lead by example as an outstanding classroom teacher, meeting all the requirements of teachers employed by the school including teaching across all age-ranges, providing for diverse needs within any given class, differentiating and maintaining high standards of discipline, maintaining a stimulating classroom environment and conducting lessons meeting the expectations of the National Teachers' Standards.

Take part in the School's annual performance management procedure (Staff Development Review) and respond accordingly to set targets.

Have due regard to the School's procedure for rewarding pupils (Merit system).

Write informative and supportive reports to parents, highlighting your knowledge of the pupils you teach, progress and support provided and detailing their next steps in learning.

Be aware of, support, and implement, all School policies, including assessment and reporting, rewards and conduct, and those in place to maintain safe working practice.

Observe and be observed on a regular basis as part of the on-going process of subject quality assurance, development of Teaching and Learning and as part of the Staff Development Review process.

Develop IT skills in the use of the Microsoft 365 suite of software for enhanced teaching and learning, for personal administration and to ensure pupils are effective in their use of IT and show commitment to the School's digital strategic aims.



In addition to the work in the department there will be a number of school responsibilities:

- Being a personal tutor to a group of girls and lunch visits to an all-age boarding house
- Supporting pupils as an Extended Project Qualification Supervisor
- Attending Staff Meetings and INSET, annual reading of school policies and completion of all statutory and compulsory training as appropriate
- Weekend duties (approximately three per term)
- One evening duty per week in a boarding house
- Implement the School's agreed policies
- Support and promote the attributes associated with the School Values and Learner Profile

All members of the teaching staff are expected to make a full commitment to the School's full boarding ethos, including being available for occasional weekend duties (normally two or three times a term).

It is expected that teachers will make a significant contribution to the pastoral side of the school, including tutorial duties and liaison with a boarding house.

All members of staff are expected to contribute towards the co-curricular provision of the school.

No list of duties can hope to be exhaustive; all members of staff are expected to undertake duties reasonably requested by the Headmistress.

Person Specification

Qualifications and Experience	Essential <ul style="list-style-type: none">• Academically strong; hold a relevant degree• Experience of teaching Mathematics at GCSE and A Level	Desirable <ul style="list-style-type: none">• Hold a postgraduate certificate in education• Qualified Teacher Status
Skills and Abilities	<ul style="list-style-type: none">• Ability to inspire a love of learning• High standards of written and oral communication• IT literate with strong administrative skills• Well organised, proactive, and calm under pressure• Resourceful and resilient• Ability to create an inspirational and challenging learning environment	<ul style="list-style-type: none">• Understanding of the GCSE Computer Science specification but ability to teach Computer Science is not essential.
Personal Attributes	<ul style="list-style-type: none">• Committed to the values and culture of the School• Committed to personal professional development• Commitment to high expectations and outstanding educational standards• Open-minded, imaginative and persuasive• Ambitious to secure the highest standards• Willing to participate in Sherborne Girls co-curricular provision	

Terms and Conditions

Salary

- A highly competitive remuneration package is available for the right candidate and dependent on experience.

Contract

- Full-time
- Permanent
- The successful applicant's appointment will be subject to pre-employment checks and a probationary period.

Application Process

To apply please use the quick apply button on Tes

- Closing date for applications:
9am, 15 January
- Interview date:
During the week commencing 25 January

Benefits

- Membership of an appropriate Pension Scheme
- Free lunches are provided during term-time and free evening meals if required to be in school
- Free parking is available on the school campus
- Reduced membership of the Oxley Sports Centre.
- Loan of a Microsoft Surface and a 365-business account for teaching purposes
- Possibility of fee remission at Sherborne Girls, Sherborne School and Sherborne Preparatory School

Safeguarding

Sherborne Girls School is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks with past employers and DBS and barred lists checks. The school expects all staff and volunteers to share this commitment. Sherborne Girls School is an equal opportunities employer.

Our Vision, Mission and Values

Vision

To be the leading full boarding girls' school for all-round personal development and academic fulfillment, and to create a community of empowered learners who will be an influence for good in a challenging world.

Mission

To provide a broad and enriching, full boarding education that develops the unique talents of every girl within a supportive community. To send out into the world girls of character, commitment and compassion who are able to think clearly and creatively, choose wisely and have the courage to make a difference.

Values

Curious – Sherborne girls will be intellectually enquiring and imaginative; they will seek challenge and inspiration in the pursuit of excellence.

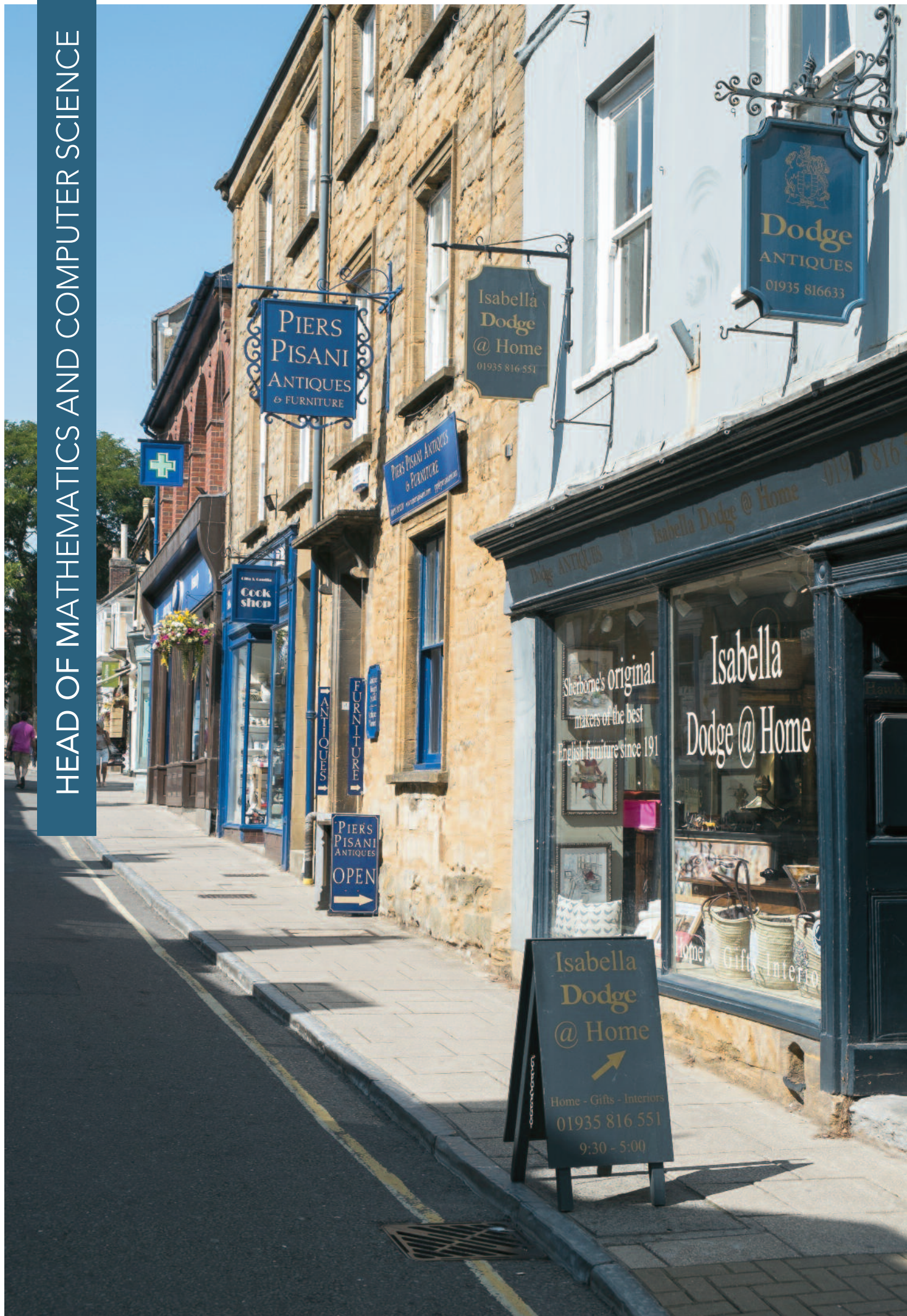
Courageous – Sherborne girls will be bold and adventurous; they will have the courage to take risks, the resilience to overcome adversity and the inner confidence to lead others.

Compassionate – Sherborne girls will be principled, considerate and kind; they will have a sense of responsibility to make a positive contribution to the communities in which they live and work.

Adaptable – Sherborne girls will be resilient and flexible; they will be able to adapt to the demands of the modern day and to respect and celebrate the differences of others.

Spiritual – Sherborne girls understand Christian values, they value reflection and well-being in themselves and others.





Working in Sherborne

Sherborne is, without doubt, one of the most beautiful towns in England. With its abundance of medieval buildings, superb Abbey, world famous schools, picturesque Almshouse and two castles, Sherborne has much to offer. Ideally located on the Dorset and Somerset border it has excellent transport links enabling the town to flourish.

Sherborne is a popular centre of activity for locals and visitors alike. It is known for its cultural events and festivals as well as its attractive high street. Sherborne is surrounded by the beautiful Dorset countryside of Thomas Hardy's Wessex and is close to the spectacular Jurassic coastline.



