



Haberdashers' Aske's School

— for Girls —

Applicant Information

for the position of

Head of Mathematics

for September 2020

Closing date for applications: Monday 3 February 2020 (8am)

Interviews expected on: Tuesday 11 February 2020

Our School

Haberdashers' Aske's School for Girls is one of the eleven schools of the Worshipful Company of Haberdashers. We trace our roots back to the 17th Century when our founder, Robert Aske, established the principles that guide us to this day - we give talented and ambitious young people the opportunities they need to succeed in life.

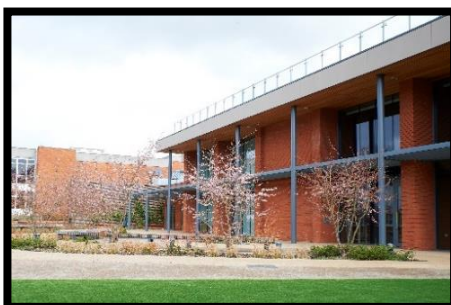
Our priority is the education of the whole person, amongst other bright, well-motivated students, taught by a highly qualified, committed staff. In partnership with parents, we try to provide every student with the intellectual, cultural, physical, moral, personal and spiritual resources she needs to give her confidence to go forward in a changing world.

Today, as a leading independent day school, we educate approximately 1,200 girls from the age of 4 to 18, including 320 in the Junior School and 220 in the Sixth Form. Admission to the School is by competitive selective assessment, and students enter at 4+, 7+, 11+ and 16+.

Our Site

The School occupies purpose-built facilities in a superb setting; 35 acres of playing fields and grounds, all within close reach of north London. The School operates an extensive coach network for use by students and staff, ranging from Harpenden in the north, St John's Wood in the south, Hertford in the east and Rickmansworth in the west.

The original school buildings date from 1974, but since then there has been an ongoing programme of development. Recent additions include Forest School for our youngest students ranging to state-of-the-art science laboratories in our new STEM building. In 2015 we opened our new Learning Resources Centre, Performance Space, Sixth Form café and Dining Hall.



Our Neighbours

One of the distinctive features of the School is the fact that we are based next door to The Haberdashers' Aske's Boys' School, and many families have children at both schools. Run separately, but enjoying the advantages of the same site, provides us with the best of both worlds – a single-sex education for our students whilst reaping the benefits of the opportunities for collaboration and joint activities.

Across the whole age range close links are forged with our counterparts. In the Sixth Form the Schools run a joint Enrichment programme to supplement the curriculum and, in some subjects, co-teaching has been established. It is intended that the option for greater co-educational teaching will be increased from September 2020 across the subject range offered at A Level.

The Schools also work closely together on an extra-curricular and co-curricular level, with joint trips, concerts and clubs taking place across the age ranges. Additionally, the Careers and Higher Education staff work closely to provide all students with unparalleled access to a range of alumni who provide guidance, expertise and practical opportunities as they approach the end of their time with us before heading off to university.

Our Results

Our outstanding results at all levels reflect the hard work and commitment of our students and the staff who support them. The majority of our students leave us to go on to take up places at the top universities and medical schools; a number accept Oxbridge places each year.

In 2019 our students achieved the following:

SATS: 71% scored 110+ in reading, grammar and maths

GCSE: 78% grade 9/8/A*, 92% grade 9/8/A* - 7/A

A Level: 30% grade A*, 74% grade A* - A

Our Staff

Our staff are drawn from a large catchment area which includes North London, Hertfordshire and Buckinghamshire. There is a strong sense of community amongst the staff, who are all members of the Staff Association which organises a number of social events throughout the year. Staff are able to make use of the School's swimming pool, fitness suite, badminton and tennis courts. Free school lunches are provided in term time, as is free use of the School's coach service where spaces are available.

The School staff body comprises 220+ employed staff (teaching and support), alongside visiting music teachers, coaches and volunteers. Staff foster excellent relationships with the students and are committed in supporting the provision of extra-curricular clubs, House events, school trips and other events.

The School is committed to supporting the continued professional development of its staff. As well as attending external INSET courses, a full and varied programme is offered in-house. Half-termly optional Learning Lunches and Twilight INSETs cover a vast array of academic, pastoral and career advancement training. There is a well-established Performance Related Pay Programme operating with the School which is closely linked to the professional development programme. The School supports staff in gaining relevant qualifications such as ISQAM, QTS, PhD etc as resources allow. Additionally, several staff have recently embarked upon Action Research projects.

All new staff attend an induction programme of 40-minute weekly meetings with the Assistant Head (Staff Development) offering practical sessions to ease the transition to a new school. New staff are also assigned a Staff Buddy from outside their subject areas. The School has its own pay scale and, at the discretion of the Headmistress, salaries are above the National Pay Scale.



The Maths Department

The Maths Department is a thriving and highly successful department, comprising 15 teaching staff, of which there are 11 full time and 4 part time members. The Maths Department is well-resourced both in terms of equipment and teaching rooms. Students in Years 7 - 11 are issued with school iPads, and Sixth Form students bring their own mobile devices to lessons.

Curriculum

In Maths, all students follow the Edexcel Mathematics course. At A Level, students study the Edexcel Mathematics/Further Mathematics specification.

2019 results were as follows:

GCSE: 87% grade 9/8, 98% grade 9/8/7

A Level: 29% grade A*, 65% grade A*-A

The average set sizes are currently 8 students (Year 12) and 9 students (Year 13). Currently we have 7 sets in each year.

Departmental Trips and Extra-Curricular Opportunities

Students have the opportunity to broaden their learning in various ways, including:

- Go4SET engineering competition
- Sixth Form attended the Maths in Action talks at Emmanuel Centre, London
- Hans Woyda Competition
- Around 100 students in Years 11 to 13 take part in the UKMT Senior Maths Challenge
- Senior Team Maths Challenge
- Junior Team Maths Challenge
- All students in Years 7 and 8 (plus a number of Year 5 and 6 students) take part in the UKMT Junior Maths Challenge
- Year 10 attended the Maths Inspiration Show at the Royal Institution and Maths gallery at the Science Museum



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The Role

The person appointed will be responsible for teaching students of all age ranges from 11 – 18.

Common responsibilities of a Head of Department include, but are not limited to, the following:

Strategic School Aims and Objectives

- establish a vision and development plan for the subject in respect of pupils of all ages and abilities
- ensure smooth and efficient running of her/his department and contributing positive leadership in the department and the School as a whole. S/he will need to combine academic and skill-based leadership with effective administration
- attend and contribute towards Heads of Department meetings
- contribute to cross-curricular work within the school
- present a departmental budget to the Headmistress and Deputy Head, Academic and ensure that budgetary limits are adhered to
- collate and submit an annual departmental risk assessment and departmental handbook

Staff Development

- inspire and motivate a team of subject specialists through her/his own passion for the subject
- lead an effective team and supervise its activities on a day-to-day basis
- maintain responsibility for staff development, liaising as required with the Assistant Head (Staff Development) and Assistant Head (Teaching & Learning) to ensure that areas of responsibility are delegated, and that appropriate in-service training is undertaken

Curriculum and Timetable

- establish an agreed specification and detailed Scheme of Work for each year group
- ensure that the curriculum is appropriate to the needs and abilities of each group, and of individuals within the group, and that the expectations are realistically high
- keep up to date with curriculum developments in the subject locally, nationally and globally
- promote the use of mobile technology in subject teaching as appropriate
- establish links with the Junior School and Primary Schools to ensure that Key Stages successfully build on the work of previous years
- establish links with their counterpart at Haberdashers' Aske's Boys' School and work together to provide a greater level of collaboration and cooperation
- chair weekly departmental meetings with an agreed agenda and ensure that detailed minutes are taken and circulated to relevant parties
- provide an extra-curricular programme of clubs and activities for all age ranges

Academic Monitoring and Assessment

- pursue academic concerns about students raised by her/his colleagues and help to formulate a plan of action/intervention in consultation with the Pastoral and Academic teams as relevant and appropriate
- evaluate and analyse public exam results, identifying opportunities for future development
- ensure that internal and external examination requirements and entries are correct, and that appropriate information is provided on time
- coordinate the provision of extension sessions for students studying the subject at university

Additionally, the Head of Maths will need to liaise with the Director of STEM, ensuring departmental representation at STEM meetings, and contributing to the development of STEM subjects across the School. They will also have opportunities for working with the Haberdashers' family of schools as well as establishing links and working with local maintained schools.

The Person

Haberdashers' Aske's School for Girls values its teachers. It expects the highest level of professionalism and knowledge of their subject area, and an ability to communicate their passion for the subject to its students. Staff should inspire trust and confidence, in students and colleagues alike, whilst creating a positive and stimulating learning environment.

Qualifications

Essential

- Good honours degree in a relevant subject area

Desirable

- QTS, PGCE or equivalent
- Master's degree or PhD
- Full driving license
- First Aid training

Skills

Essential

- Ability to teach across the full range KS3, KS4 and KS5
- Ability to prepare students for university and Oxbridge UCAS applications
- Ability to work well within a team
- Good written and verbal communication
- Willingness to be a Form Tutor

Desirable

- Ability to think strategically
- Innovative Teaching & Learning
- Good pastoral support
- Knowledge of using technology to support Teaching & Learning

Qualities

Essential

- Love of subject
- An understanding of the value of independent learning
- Readiness to support extra-curricular activities within and outside the department, after school and at other time
- Good at organisation and planning
- Flexibility and resilience
- Ability to inspire and motivate others

Desirable

- Interest in developments within Teaching & Learning
- Consideration of the wider school community
- Innovative approach to educating the whole pupil



Salary and Benefits

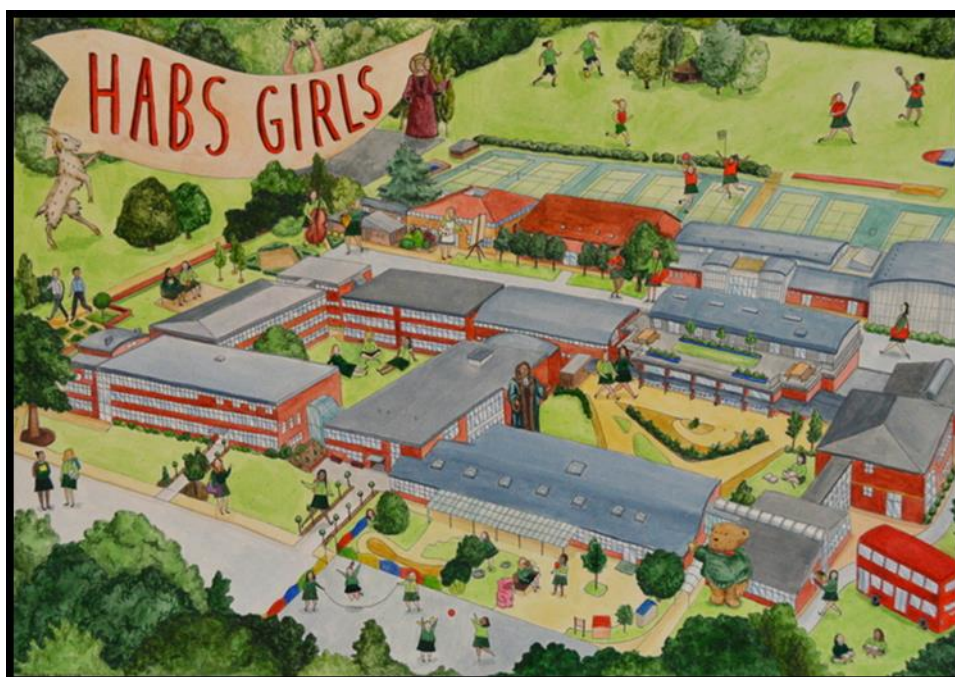
Haberdashers' Aske's School for Girls is one of the leading schools in the country and it recognises and rewards teaching excellence. We offer attractive salaries and pay progression when compared with the wider education sector and, specifically, with the independent sector, including providers like the Girls Day School Trust.

The School has a sophisticated salary structure which rewards experience, excellence and responsibility. The salary for the successful candidate will depend upon their qualifications and experience and will be discussed at interview.

Candidates should note that all appointments are subject to an enhanced check with the Disclosure & Barring Service and references from past employers.

In addition to salary other benefits of teaching at the School include:

- c.17 weeks holiday per year
- Access to the Teachers' Pension Scheme
- Additional life insurance cover
- Free lunch and refreshments during term time
- Free onsite parking or access to travel on the extensive school coach network free of charge
- Provision of a laptop/iPad
- Extensive professional development training opportunities
- Financial assistance for obtaining further qualifications
- Free access to sports facilities and well-being programmes for staff
- 50% discount on fees (pro rata for part-time staff) for children attending the School or The Haberdashers' Aske's Boys' School
- Access to an Employee Assistance Programme



The Process

Haberdashers' Aske's School for Girls is committed to safeguarding and promoting the welfare of children and young people. Successful candidates will be subject to an enhanced DBS record check. Before you apply for this post please ensure that you have read our [Guidance](#), which can be found on the [Vacancies](#) section of our website.

Please complete an Application Form, which can be found on the Vacancies section of our website. The completed form can then be emailed to staffvacancies@habsgirls.org.uk Please note that CVs will not be accepted.

Closing date: Monday 3 February 2020 (8 am)

Interviews to be held on: Tuesday 11 February 2020

Please note that due to the volume of applications we receive, we are unable to provide individual feedback except to those candidates who are invited to interview.

Haberdashers' Aske's School for Girls is committed to ensuring that applicants and employees from all sections of the community are treated equally and not discriminated against on the grounds of gender, colour, race, nationality, marital or civil partnership status, religion or belief, sexual orientation, disability or age.



**Haberdashers'
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