

Welcome

Thank you for your interest in the post of Key Stage Coordinator in Mathematics at The John Warner School. I appreciate the time that it takes to apply for teaching positions and hope that the details in this pack provide you with all the information you need.

At The John Warner School we are proud to belong to a school that has provided a first-rate education to young people in Hoddesdon since John Warner built a school for children of all classes and religious beliefs in 1841. We have worked tirelessly to build on this rich history to **ignite** a lifelong passion for learning, to **discover** and develop potential, allowing all to **flourish** in an ever-changing world.

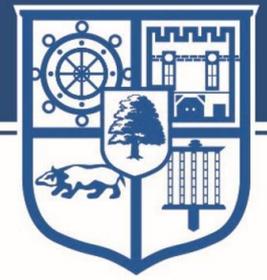
That hasn't, however, come without its challenges – and we are currently making important changes to ensure that we meet the high standards that we set ourselves.

It is in that context where there is now an exciting role opportunity to help make a real difference to the learning that our students receive. Together with an evolving leadership team, we are building a school where:

- Students make exceptional progress;
- Students access an exciting, challenging and relevant curriculum;
- Students are supported by a caring, committed and capable pastoral system;
- The well-being of all members of the school community is given priority;
- We have truly great teaching, learning and assessment;
- Staff enhance their practice through a personalised, relevant and ongoing training programme;
- We enjoy an engaging, vibrant and pleasant learning environment;
- We make meaningful connections with our local community
- We have a popular, high-performing and well-resourced Sixth Form;
- We use intelligent, responsible and focused leadership and management systems.

We are proud to belong to a school where we value:

- **Aspiration.** We aim high in all we do, prepare to succeed in school and in life and aim to create memories and futures together.
- **Creativity.** We believe that we are creative, love learning and thinking deeply and acknowledge the importance of education for education's sake.
- **Participation.** We learn from each other to make a positive impact on our school, family and world, broaden our skills beyond the classroom and promote community links through charitable works.
- **Respect.** We create a mutually respectful atmosphere, we respect ourselves, others and our surroundings and we form positive relationships in an environment that is free from prejudice, bullying and harassment.
- **Endeavour.** We believe hard work leads to success, strive to achieve our targets, goals and ambitions and develop resilience to thrive in an ever-changing world.



The school benefits from a superior environment for learning. In addition to our state-of-the-art sports centre, which is one of the largest attached to any school in the country, we have benefited from £18 million worth of development which means that students now benefit from having some of the best learning resources and accommodation in the country. This means that students who attend our school benefit from a superb indoor environment as well as a landscaped external environment that provides them with opportunities for relaxation, sport and socialising. Most recently the school has opened new centres for humanities, modern foreign languages, art, technology, mathematics, English as well as a new library. Together these facilities mean we are able to offer a modern and integrated campus to support the work of the staff and learning of the students.

In 2016, The John Warner School joined with The Cranbourne Primary School and Roselands Primary School to form The Hoddesdon School Trust. Together we are committed to excellence in all that we do and we offer unparalleled opportunities and experiences to all of our pupils and staff. We focus on high expectations, enthusiasm and aspiration within a culture of tolerance, respect and care. Across the trust we provide a platform for life opportunities in education, recreation and leisure; broadening horizons to create memories and futures together.

Thank you for considering The John Warner School.

David A. Allman
Acting Headteacher





Faculty of Mathematics

The John Warner Mathematics Faculty is comprised of a diverse group of committed teachers. The department includes long serving members of the department, senior leaders within the school and newly qualified teachers. We are extremely lucky to work in a new building with a large open plan office for collaborative working and a place we can relax.



We feel the blend of experiences within the department creates a very supportive and innovative faculty which has yielded very strong results in recent years. 79.9% of our pupils achieved a grade 4 or higher in 2018 and many of the high performing students stay on to study Mathematics and Further Mathematics within the school's sixth form provision. Our faculty is highly regarded in the school and the pupils are aware of the success we have had in recent years.



Moncef Fakhfakh
Head of the Faculty of Mathematics

Within the faculty we offer opportunities for development. A large proportion of the faculty have come through the school's ties with initial teacher training universities. Many of the staff who have trained within the faculty have developed into integral members of the school. We are proud of how we have developed the staff and they are proud to be members of The John Warner Mathematics department.



Job Details

Key Stage Coordinator Mathematics

We are seeking to appoint an enthusiastic and inspiring Key Stage Coordinator for Mathematics. The successful candidate will be joining a high-performing faculty that consistently delivers on positive outcomes for the pupils of our school.

Start date: April 2023

Post: Full-time, permanent position

Salary: MPS/UPS, TLR2a dependent on experience and qualifications
£3000 Golden Hello for direct applicants who apply in person to the school.

Closing date for applications: Friday, 10th February 2023

Interviews: By arrangement

Applications: A letter of application to the Headteacher with reference to the person specification should be submitted by post or email to Mrs Maria Georgiou, PA to the Headteacher (mag@johnwarner.herts.sch.uk)

School visits: Please contact Mrs Maria Georgiou, PA to the Headteacher (mag@johnwarner.herts.sch.uk) to arrange a tour.



The school is committed to safeguarding and promoting the welfare of young people and expect staff to share this commitment. Applicants must be willing to undergo an Enhanced DBS disclosure and approved references will be required for the post.



Person Specification

Attributes	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • A good honours degree in a related subject • Qualified Teacher Status (QTS) • PGCE or equivalent 	<ul style="list-style-type: none"> • Professional development relevant to the role
Knowledge and experience	<ul style="list-style-type: none"> • Enthusiasm and a passion for teaching • Knowledge and understanding of the subject at key stages 3, 4 and 5 • Excellent classroom practitioner who sets appropriate challenge • Understanding and experience of using a variety of teaching and learning methods to engage and inspire pupils in and outside of the classroom • Strong behaviour management experience establishing positive relationships and clear expectations • Understanding and experience of using effective assessment techniques including the setting of appropriate targets and providing feedback to pupils 	<ul style="list-style-type: none"> • Experience of teaching the subject across all key stages • Evidence of research carried out to inform practice • Ability to teach second subject
Skills and attributes	<ul style="list-style-type: none"> • Strong communication skills, both written and oral • Organisational skills • ICT skills as applicable to role • Effective time management • Ability to develop positive relationships with staff, students, parents and the wider community • Reflective practitioner 	<ul style="list-style-type: none"> • Commitment to extra-curricular aspects of the school community
Personal qualities	<ul style="list-style-type: none"> • Committed to safeguarding • Enthusiastic • Positive attitude and mindset • Creative • Good sense of humour • Ability to work under pressure 	<ul style="list-style-type: none"> • Ambitious



Job Description

Key Stage Coordinator for Mathematics

Summary

To create, improve and update schemes of work/sequences of learning; to manage the Key Stage curriculum, leading on data analysis, behaviour management and standardisation and moderation in years 7, 8 and 9.

Teaching, Learning and Assessment

- To co-ordinate the key stage curriculum so that greater consistency across teachers is evident e.g. the same assessments undertaken by all staff
- Be responsible for maintaining high standards of teaching and learning, undertaking learning walks and observations as appropriate
- Lead on moderation and standardisation approaches at the key stage
- Lead and co-ordinate remote learning as and when appropriate
- Monitor students' progress by working with colleagues, analysing work and improving consistency of assessment across the department
- Support and monitor colleagues in setting appropriate sequences of learning, suggesting teaching methods (in line with Rosenshine's Principles) and amending and developing schemes of work where necessary
- Model best practice with managing student behaviours and encouraging positive staff and student interactions
- Manage groups of pupils at key stage, including movement between groups as necessary
- Have an awareness and understanding of how different groups within the school are performing i.e. disadvantaged; pupil premium, SEND, BAME etc.

Leading and Managing Staff

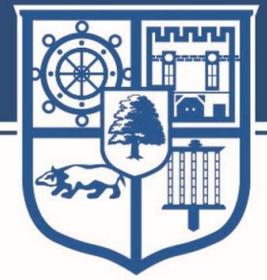
- Lead on all issues pertaining to key stage in faculty meetings
- Manage and monitor entering of summative assessment data to help construct a reliable data picture e.g. using Bromcom
- Work collaboratively to share good practice, particularly in assessing work
- Train and coach to help others become more effective in their teaching
- Help others evaluate the impact of their teaching in raising pupil attainment e.g. "Is what I am doing working? If so, why? If not, how do I change it?"
- Collate and disseminate information regarding developments in the key stage curriculum to other teachers in the department
- Assist the Head of Faculty in identifying staff development needs and in providing suitable staff development opportunities, such as in Faculty meetings
- Provide guidance to teachers on deadlines, teaching and learning methods and resources available



Strategic Direction

- Undertake professional development opportunities to inform the department's planning and teaching strategies
- Ensure national requirements are followed and efficiently managed across the department; that the curriculum is at least as ambitious as the National Curriculum
- Ensure the curriculum in Mathematics is racially equitable and diverse, where possible.
- Keep up to date with national developments in Mathematics at the key stage
- Communicate the curriculum plan to senior leaders and parents as necessary

Whilst this job description is current, and every effort has been made to explain the main duties and responsibilities of the post, each individual task may not have been identified. Employees will be expected to comply, following consultation, with any reasonable request from the Headteacher to carry out tasks and duties that are of a similar level, but not specified in the job description.



Benefits

The John Warner School is a great place to work and comes with many benefits, including:

- Free Sports Centre membership
- Comprehensive Employee Assistance Programme
- Membership of the Local Government Pension Scheme
- London Fringe Allowance
- Free parking
- Wellbeing Committee
- Extensive staff facilities
- Wider Trust opportunities
- Access to free wi-fi
- Cycle to work scheme
- Staff social events
- CPD opportunities
- Annual flu jabs
- Occupational Health and access to an on-site counsellor
- £300 New Employee Referral Scheme (i.e. finder's fee) for any qualifying positions that you refer the successful candidate for
- Children of staff are admitted under criterion 2 of the secondary transfer admission arrangements
- Access to Discount scheme for online retailers and cashback scheme