



MILL HILL COUNTY HIGH SCHOOL

Headteacher: Andy Stainton B.Ed MBA NPQH FRSA

Worcester Crescent, Mill Hill, London NW7 4LL
Tel: 020 8238 8180

Aiming Higher – Promoting Harmony – Achieving Excellence



Deputy Head of Geography TLR 2A (Outer London) Candidate Information Pack



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Letter from Andy Stainton, Headteacher

Dear Colleague,

Thank you for your interest in the role of Deputy Head of Geography.

The Geography Department is a forward-thinking department of 4 teachers who are all very passionate and driven: they are a very collaborative team. All students study geography at KS3 and we are very proud of our innovative and broad KS3 curriculum. GCSE students choose between history, geography or both subjects.

Geography is a very popular subject and large numbers opt to study the GCSE. We study the AQA syllabus at GCSE and have impressive results, with 53% of students achieving grades 7-9 and 77% achieving grades 4-9. We take our GCSE students on a compulsory residential 3-day trip, usually to Wales, to complete their fieldwork requirement for the exams. At A-level we are equally popular and currently have two sets in Year 12 and 13.

Geography studies the Edexcel specification at A-level and takes the students on a 3-day compulsory residential trip to Southwold to complete their NEA. They also take a day trip to the Olympic Park in Stratford to explore the ongoing regeneration. In our most recent results, 73% of students achieved grades A*-C.

We are committed to supporting staff wellbeing in a variety of ways. The good working relationships within the staff body, and between staff and students is why many colleagues have chosen to stay with us for the long term. The school subscribes to an Employee Assistance Programme which is free to all staff, as well as Gym Flex, which offers reduced price gym membership. We are also strong in supporting staff career development and colleagues are successful in securing promotions at all levels. We support colleagues in pursuing NPQs and offer a secondment programme onto the Senior Leadership Team for middle leaders. The introduction of a two week half term in October is another way in which we are committed to supporting staff wellbeing and ensuring colleagues have opportunities to rest and recharge during the school year.

Although we achieve excellent results year on year and are heavily over-subscribed, we are not complacent. We know there is always more to do, and we work together to continuously reflect upon our successes and areas for development. We are keen to hear the voices of all our stakeholders.

Mill Hill County High School is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, transgender status, religion or belief, marital status, or pregnancy and maternity.

Admission into Year 7 is offered to children of staff with two or more years' service.

If you feel that Mill Hill County High School is the right environment for the next step of your career, we would be delighted to receive your application.

Kind regards,

Deputy Head of Geography



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Andy Stainton
Headteacher

Title of Post:	Deputy Head of Geography
Salary:	Main Scale or UPS + TLR2a (£3, 651)
Commencement:	January 2027
Contract:	Full time

We seek to appoint an excellent Deputy Head of Geography to join a successful Geography Department in our diverse and very popular school. Geography is very well-taught and is a popular subject at GCSE and A level.

Please email your completed Application Form and letter (no more than 2 sides of A4) outlining the experience, skills and qualities you have that make you a strong candidate for this post, to the headteacher's PA, Amanda Leonard at leonarda@mhchs.org.uk

Closing Date: Monday 5th October 2026

Mill Hill County High School is an Equal Opportunities Employer.
We comply fully with the ethos of safer recruitment and undertake
all relevant checks, including enhanced DBS clearance.

We reserve the right to appoint a suitable candidate prior to the deadline.

[HOW TO FIND US](#)



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JOB DESCRIPTION

TITLE OF POST: DEPUTY HEAD OF GEOGRAPHY

Salary: MPS or UPS +TLR 2a

Purpose: To support the Head of Department to lead other teachers, and to inspire young people through the expert teaching of Geography across the ability and age range from 11-18, developing their skills and knowledge in all aspects of the subject and supporting their academic and personal progress within the values of Aiming Higher, Promoting Harmony & Achieving Excellence

Reporting to: Head of Geography/SLT Link

RESPONSIBILITIES:

- To plan, deliver and assess appropriate lessons which ensure that the potential of all students is fulfilled.
- To contribute positively and accept delegation, with department colleagues, to the production, implementation and evaluation of department Schemes of Work and resources.
- To encourage students by regular marking, advising constructively by using targets and giving appropriate praise.
- To be aware of individual students' needs, whether they are academic or social, and liaise with Support Staff when necessary.

Deputy Head of Geography



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- To perform the role of Form Tutor.
- To monitor assessment through use of data and target setting, and to maintain records of assessments of the students and levels of attainment as laid out in the National Curriculum, where appropriate.
- To ensure equality of students regardless of ability, age, class, culture, disability, faith, gender, race or sexual identity.
- To follow the ethos of the School and the Department by promoting high standards of all students and maintaining high expectations both in and out of lessons.
- To provide a positive environment where effective teaching and learning can take place and create opportunities for students to develop wider skills for later life.
- To communicate effectively and be willing to develop and share good practice with colleagues, in meetings and through lesson observations.
- To be committed to the demands of a high achieving school, both in the classroom and beyond.
- To remain familiar with national and local initiatives within the subject area and focus on own professional development to the benefit of students.

TEACHING & LEARNING – In addition to the above, support the Head of Department to:

- develop policies for the subject which reflect the School's commitment to high achievement, effective teaching and learning;
- establish, with the involvement of relevant staff, short, medium and long term plans for the development of the subject;
- monitor the progress made in achieving subject plans and targets, evaluate the effects of teaching and learning, and use this to guide further improvement;
- establish provision of structured schemes of work, ensure curriculum coverage, continuity and progression in the subject for all students;
- provide guidance on the choice of appropriate teaching and learning methods to meet the needs of the subject, and of different students;
- establish, and implement, clear policies and practices for assessing, recording and reporting on students' achievement and for using this information to recognise achievement and to assist students in setting targets for further improvement;
- evaluate progress and achievement in the subject by all students;
- systematically monitor the quality of teaching through observation of lessons and adherence to the School's monitoring systems, and take action to improve further the quality of teaching through professional debate based on good practice;

MANAGEMENT OF RESOURCES

- establish resource needs for the subject and advise Head of Department of likely priorities for expenditure;
- manage available resources to meet the objectives of school and subject plans;
- provide support to departmental staff on implementation of whole school policies relating to the teaching environment and health and safety.
- Source, promote and support the delivery of enrichment opportunities for students of Geography

COMMUNICATIONS

- establish and maintain lines of good communication within the Department and with other staff, students, parents, Governors and appropriate outside agencies.



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SAFEGUARDING

- The school is legally obligated to process an enhanced Disclosure and Barring Service (DBS) check before making an appointment to this post
- We expect all postholders to undertake annual safeguarding and child protection training including familiarisation with national policy updates to Keeping Children Safe in Education

EQUALITIES

Mill Hill County is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, transgender status, religion or belief, marital status, or pregnancy and maternity. We ensure that all recruitment, employment, promotion and training systems are fair to all, and provide opportunities for all to achieve.

ADDITIONAL INFORMATION

Please note that this list of duties is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the postholder will carry out. The postholder may be required to do other duties appropriate to the level of the role and accept any reasonable alterations to this job description that may from time to time be necessary in response to the changing demands and needs of the school.