



Orleans Park

RECRUITMENT PACK

Vacancy Head of Mathematics

Deadline 10am on Friday 31 January 2025



Head of Mathematics
Required for September 2025
MPS/UPS (Outer London)
TLR1c £16,553
Full Time, Permanent contract

Orleans Park is a successful and oversubscribed 11-18 mixed comprehensive that serves its local community in Twickenham with over 1,350 students. The dedicated staff work hard to ensure students are successful and leave as responsible citizens and confident individuals.

We are looking for an experienced and energetic Mathematics specialist to lead our successful department. Our new Head of Mathematics will need to be an outstanding and engaging teacher who is innovative and experienced at raising attainment.



What's it like to work at Orleans Park? Click the icon to find out.

The successful candidate will:

- Be able to develop, plan and deliver effective and high-quality learning experiences to all students
- Be a newly qualified or experienced teacher who is enthusiastic, influential and committed to working in pursuit of success for the academy and its learners



To see a short film about our school, click the icon.

Applications are shortlisted for interview as they are received so early application is encouraged and we reserve the right to commence the interview process and close the vacancy prior to this date.

Closing date for applications: 10am on Friday 31 January 2025

Orleans Park is committed to continuing to make diversity, equity, and inclusion part of everything we do. Ensuring that we are always recruiting, retaining and promoting a diverse mix of colleagues who are representative of the diversity in our local communities gives us a great opportunity to have access to a broad range of ideas and allows us to provide an outstanding education to our young people and an outstanding place for people to work.

In line with the statutory guidance document Keeping Children Safe in Education (2024) the school will conduct online searches after the shortlisting process for any candidates who accept an invitation to interview. The appointment is subject to satisfactory pre-employment clearances including references, medical clearance and an enhanced DBS Disclosure. Orleans Park is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. We are an equal opportunities employer.





The Department

Responsibility Resilience Respect

The Department consists of ten specialist mathematicians. The students are taught in sets in all year groups. Over the course of the two-week timetable; Years 7, Year 8 and Year 9 have six lessons, Years 10 and 11 have eight lessons. All lessons are one hour.

All lessons in Key Stage 3 are taught in line with the National Strategy with our main resource being the online Pearson Activelearn textbooks. Students are assessed using end of topic unit tests alongside termly assessments.

In Key Stage 4 a variety of resources are used to prepare students for the Edexcel GCSE in Mathematics, including the CGP books and Activelearn. In 2024 94% of students entered achieved 9 - 4 in Mathematics, with 47% achieving 7+ and for those students entered for A Level Mathematics, 9 students achieved an A* with 33% of students achieving A*/A. For A Level Further Mathematics, 65% achieved A*/A.

There is a strong commitment in the department to discuss and share new strategies and materials and we meet regularly to encourage and support each other. A new member of the department will find a strong and supportive team.



Title of post	Head of Mathematics
TLR payment	TLR1c (£16,553)
Subject area	Mathematics
Core purpose	To establish high standards of teaching, learning, attainment and achievement.
TLR criteria	The post : a) is focussed on teaching and learning b) requires the exercise of a teacher's professional skills and judgement c) requires the teacher to lead, manage and develop a subject or curriculum area d) has an impact on the educational progress of students other than the teacher's assigned classes or groups of students e) involves leading, developing and enhancing the teaching practice of other staff
Responsible to	Assistant/Deputy Headteacher
Responsible for	All staff working within the Department.
General responsibilities	
1. Strategic	1.1 To lead the development of the Department in line with the strategic development of the school. 1.2 To support and promote school improvement, as expressed in the school aims, policies and improvement plans. 1.3 To be involved in the target setting process for the Department and the contribution it makes to the achievement of whole school targets. 1.4 To represent the Department at Curriculum Committee and other meetings, as appropriate.
2. Operational	2.1 To lead the day to day management of the subject, ensuring the effective deployment of staff and resources. 2.2 To lead subject meetings, ensuring that the agenda is dominated by teaching and learning issues. 2.3 To maintain an up to date Department Handbook and schemes of work that reflect all appropriate DfE, LA, school and examining body requirements and policies. 2.4 To ensure that the administration and management of the subject is efficient and effective, with all subject staff being fully aware of all appropriate procedures and other administrative matters. 2.5 To develop and promote extra-curricular opportunities for students.
3. Teaching & learning	3.1 To ensure the delivery of an appropriate, comprehensive and high quality curriculum, in line with all statutory requirements and in support of the school improvement agenda. 3.2 To lead curriculum development within the Department. 3.3 To be aware of current developments within the subject and teaching and learning generally, ensuring that the subject is at the leading edge of performance and practice. 3.4 To implement strategies for raising and maximising achievement within the Department. 3.5 To ensure that the subject is delivered in an effective manner, using new and emerging technologies as appropriate. 3.6 To be responsible for student performance and behaviour within the Department, supporting other staff in the pursuit of excellence and the promotion of school curriculum and behaviour policies. 3.7 To use performance and assessment data to raise student attainment and achievement.


	<p>3.8 To ensure that cross-curricular areas are effectively delivered, including literacy, numeracy and citizenship.</p> <p>3.9 To ensure that, where appropriate, teaching within the Department contributes to the personal, social and health education of students.</p> <p>3.10 To liaise with other staff regarding the progress of individual students and groups.</p> <p>3.11 To liaise with parents, as necessary and in accordance with school policies, regarding the progress and performance of their children.</p>
4. Staffing & resources	<p>4.1 To be responsible for the efficient and effective deployment of all staff working within the subject.</p> <p>4.2 To undertake performance management reviews for identified members of the teaching and support staff working within the subject.</p> <p>4.3 To contribute to the recruitment of new members of staff to the subject.</p> <p>4.4 To be responsible for the induction of new members of staff in the subject, liaising with the Professional Tutor on the Leadership Team.</p> <p>4.5 To promote teamwork and effective working practices within the subject.</p> <p>4.6 To be responsible for the day to day management of staff within the subject.</p> <p>4.7 To make arrangements for classes when staff are absent, ensuring appropriate work is provided and supporting staff covering classes.</p> <p>4.8 To ensure that the subject is appropriately resourced and that capitation and other sources of funding are used to promote both the efficient day to day running of the Department and the raising of student attainment.</p>
5. Monitoring & evaluation	<p>5.1 To monitor the work of members of staff working within the subject.</p> <p>5.2 To observe staff teaching within the subject, reporting on the observations to the member of staff observed and the line manager.</p> <p>5.3 To monitor the work of students through, for instance, scrutiny of class and homework, assessment data and dialogue.</p> <p>5.4 To ensure that all appropriate school policies are followed.</p> <p>5.5 To contribute to the school's self-evaluation procedures, including subject reviews.</p> <p>5.6 To complete an annual team review and subject development plan, in line with both the school improvement plan and specific Department priorities.</p> <p>5.7 To provide information, data and reports on the performance of the Department to the Headteacher, Leadership Team and Governing Board, as required.</p>
6. Accountability	<p>6.1 To be accountable to the Headteacher, Governing Board and members of SLT for the work of the Department.</p>
Specific responsibilities	
To be responsible for the planning, delivery and monitoring of the Mathematics Department.	
Additional responsibilities	To undertake such additional responsibilities as may, from time to time, be considered to be reasonable and required by the Headteacher.

Head of Mathematics

All teachers at Orleans Park are expected to meet the National Teachers' Standards (Parts 1 and 2).

	Essential	Desirable	Evidence From
Qualifications	<ul style="list-style-type: none"> University graduate with a good degree Qualified Teacher status 	<ul style="list-style-type: none"> Evidence of further professional development 	Application form
Knowledge & Skills	<ul style="list-style-type: none"> Knowledge of the requirements of the National Curriculum and Key Stage 3, 4 and 5 courses An understanding of recent curriculum and teaching/learning developments Experience of curriculum design (for example, writing schemes of work) An understanding of the strategies required to motivate and enthuse all students across the ability range as part of a whole school approach to raising achievement An understanding of the processes and techniques required to assess, record and report students' learning effectively Experience of the use of student results analysis outcomes to inform practice and target improvement An understanding of the importance of, and a willingness to participate in, extra-curricular activities An ability work as a member of a team to promote coherent and agreed policies and practices A degree of ICT literacy and an awareness of its potential 		Application form/interview/reference

Responsibility Resilience Respect

Relevant Experience	<ul style="list-style-type: none"> • Experience of teaching the National Curriculum in your subject at Key Stages 3, 4 and 5 • Experience of leading a tutor group • An awareness of whole school issues 	<ul style="list-style-type: none"> • Experience of teaching A Level in your subject 	Interview/reference
Equal Opportunities & Educational Commitment	<ul style="list-style-type: none"> • Energy and reflectiveness in their own practice of relating to teaching and learning and Curriculum Development • A proven commitment to inclusion • A proven commitment to curriculum access and opportunity • A proven commitment to comprehensive education • A proven commitment to professional development • To support the school unreservedly in its commitment to safeguarding and promoting the welfare of children and young people 	<ul style="list-style-type: none"> • Proactive use of professional development to develop quality of teaching 	Interview/ application form
Personal Qualities	<ul style="list-style-type: none"> • A vision of how effective student support can impact on individual and whole school achievement • Ability to lead and inspire students and staff • A firm approach to discipline, and good classroom management skills • An ability to work within, lead and motivate a close-knit team • The ability to work under pressure and meet deadlines • The ability to maintain confidentiality as appropriate • A sense of humour • An ability to generate enthusiasm for the subject they teach • A high level of personal organisation and good communication skills 	<ul style="list-style-type: none"> • Some evidence of curriculum development 	Interview/ application form
Additional Factors	<ul style="list-style-type: none"> • A commitment to personal and whole school development • Willing to contribute to the rich life of the school, including its extra-curricular offer 		Interview 



To apply for this position, you will need to complete an Orleans Park Application Form. As part of the application process, your form must include a supporting statement, which specifically addresses your own qualities and strengths in relation to the advertised role.



Click the icon to download and complete your application form.

Shortlisted candidates will be invited to tour the school and to talk to colleagues before the formal interviews begin.

Please do not hesitate to contact the recruitment team if there is anything you wish to discuss before submitting your application. You can email them at recruitment@orleanspark.school



To see how the school uses prospective candidate's personal data, click the icon.





Safeguarding Statement

Responsibility Resilience Respect

The Governors and staff of Orleans Park fully recognise the contribution they make to safeguarding children. We recognise that all staff, including volunteers, have a full and active part to play in protecting our students from harm.

All staff and Governors believe our school is a place where students feel secure, are encouraged to talk, are listened to and are safe. We shall provide a caring, positive, safe and stimulating environment that promotes the social, physical and moral development of the individual child.

Adam Gladstone is our Designated Safeguarding Lead who has been nominated to liaise with the LADO, when necessary.

The aims of the policy are to:

- Protect young people at our school from maltreatment
- Prevent impairment to the health or development of our young people
- Ensure that all young people at our school grow up in circumstances consistent with the provision of safe and effective care
- Take action to enable all children to have the best outcomes.

We believe that everyone who comes in contact with young people and their families has a role to play in safeguarding them.

The elements of our policies are: Prevention, Protection and Support.



Click the icon to read our full Safeguarding Policy.





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