



GUMLEY HOUSE
SCHOOL FCJ

GUMLEY HOUSE SCHOOL FCJ

Application Pack

Teacher of Sociology (with the ability to teach criminology)

*Are you passionate about teaching Sociology?
Would you like to help students of all abilities develop the skills and qualities that will allow them to excel in the future?*

We are seeking to appoint a dedicated professional with excellent subject knowledge and a passion for teaching to inspire students to succeed through GCSE and A Level.

Required from
September 2025

Salary Scale:
Main/Upper Pay Scale

Gumley House School FCJ is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.



STEPHEN BYRNE
Headteacher



Thank you for your interest in joining our school community here at Gumley House.

If you spend a day at Gumley House you'll understand what '*ethos*' means. Our school *really* is distinctive in the way it delivers an innovative and impacting education for our students.

I am very proud to be the Headteacher of Gumley House School and it gives me great pleasure to welcome you to our school. Thank you for taking the time to visit our school website and to explore more about joining our hardworking and caring community. I hope the information you find in this pack provides you with all the information you need about our Gumley Family.

Gumley is a Catholic school and Sixth Form Centre committed to academic excellence and firmly rooted in the tradition of the Faithful Companions of Jesus (FCJ). We are a happy and high-achieving school, offering a wide range of activities outside the classroom to ensure each student experiences a wide range of opportunities to help them find their place in the world.

We firmly believe that a serene and happy student is one who will succeed at study, and our pastoral programme is directed to that end. Our school motto is 'Vive ut Vivas', which means 'Life in all its fullness'. That's what we want for every single young person we serve. We want every person who joins Gumley to enter into a relationship with the Christ who demands excellence whilst demonstrating compassion and forgiveness when necessary.

Please do not hesitate to contact the school at any point on your journey of discovering more about a career at Gumley.

With every best wish,



www.facebook.com/gumley.house



www.twitter.com/gumleyhouse



www.instagram.com/gumley.house



www.gumleyhouse.com/LinkedIn



Founded 1841

180 years of outstanding Catholic education

Gumley is a school with a long tradition of educating girls (and boys in the Sixth form) to make a difference to our world. The school was established in 1841 by Marie Madeleine d'Houet, foundress of the Faithful Companions of Jesus (FCJ) an international society of Catholic sisters working in many parts of the world. In the UK there are five FCJ schools; each with its own identity but bound together by the tenets of the FCJ Philosophy of Education based on Ignatian principles.

Six core FCJ values of companionship, dignity, justice, hope, excellence and gentleness are at the heart of our work with young people and with each other.

Gumley is a vibrant learning community where students and staff learn and thrive together. The ethos of academic excellence and whole person development prepares our students to confidently achieve their education and career aspirations in the global world. Vision and innovation form our central pillar of learning. We embedded Mandarin in our curriculum in 2008 resulting in 'Confucius Classroom' accreditation and provision of Mandarin teaching to support primary schools. The forward looking MFL department also teaches Spanish, French and Italian.

Our students are provided with a broad and balanced curriculum which recognises the importance of creativity and the arts as well as making sure that maths and science are taught by well qualified specialist teachers.

As an oversubscribed non-selective girls school at KS3 and KS4 we have a wide catchment area with girls coming from 70 primary schools across west London. There are 52 ethnic groups represented in the school and 67 languages other than English. Our students are supported by an outstanding pastoral team led by one of our Assistant Headteachers who work with Heads of Year, Pastoral Managers and School Counsellors to provide a safe environment for all to flourish.

Gumley's academic results reflect our tradition of achievement, the students' high levels of ambition, parental support, as well as the challenging teaching and dedication of the staff. The vast majority of our students are accepted at their first choice university including Oxbridge, reading a wide variety of subjects. Some also attain scholarships or high level apprenticeships with companies such as SKY.

At the heart of our education is the belief that whole person development is paramount. Thus we strive to provide our students with inspiring opportunities and a wide experience through extra-curricular activities.

Gumley is situated on a beautiful site with excellent facilities. This creates a peaceful uncrowded environment in which our students are encouraged to live by our motto: 'Vive ut Vivas' - 'Live that you may have Life' and grow into their best self.



**GUMLEY HOUSE
SCHOOL FCJ**

Job Description

| | |
|-------------------------|---|
| Reporting to: | Deputy Headteacher |
| Responsible for: | Teaching staff within Department |
| Working Time: | Full-time as specified within the STPCD |
| Salary: | MPS/UPS + OLA |

PURPOSE:

- Purpose: To facilitate and encourage learning which enables students to achieve high standards; to share and support the corporate responsibility for the well-being, education and discipline of all students; to support the school's distinctive Catholic mission and FCJ ethos.

Principal Accountabilities

1. To prepare and teach lessons of a high standard to the students assigned to him/her:
 - following designated programmes of study,
 - carrying out the necessary assessments,
 - adapting teaching to respond to the strengths and needs of all students,
 - providing information/comments for records,
 - monitoring students in accordance with agreed strategies.
2. To demonstrate good subject and curriculum knowledge.
3. To set high expectations which inspire, motivate and challenge students.
4. To maintain discipline in accordance with school policies and demonstrate good practice in the classes taught with regard to attendance, appearance, uniform, punctuality, behaviour, homework etc.
5. To contribute to the corporate tasks of development, record keeping, monitoring, evaluation of lessons and maintenance of materials.
6. To apply school and departmental homework policy which includes setting, marking of homework and monitoring homework diaries.
7. To work closely with and consult those teachers who are responsible for similar curriculum areas, ensuring continuity and progression for students.
8. To engage in continuous professional self-development in relevant areas.
9. To be a Form Tutor to an assigned group of students.
10. To promote the general progress and well-being of individual students and of the Form Tutor group as a whole.

11. To liaise with Head of Year to ensure the implementation of the school's pastoral system.
12. To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
13. To promote good progress and outcomes by students.
14. To evaluate and monitor the progress of students and keep up-to-date student records as may be required.
15. To contribute to the preparation of Action Plans and progress files and other reports.
16. To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
17. To communicate as appropriate, with the parents/carers of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff.
18. To apply the behaviour management systems so that effective and safe learning can take place.
19. To understand, and always act within, the statutory frameworks which set out teachers' professional duties and responsibilities.

OTHER ACCOUNTABILITIES ARE TO:

- play an active role in school life;
- Be a form tutor and part of a year group team, led by a Head of Year.
-

This post is subject to the current conditions of employment for Teachers contained in the School Teachers' Pay and Conditions document and other current legislation.

The post holder is required to participate in the school's Appraisal procedures.

The post holder is required to support and encourage the school's mission and FCJ ethos and carry out all duties in the context of and in compliance with the school's policies and procedures as agreed by the Governing Body as well as in line with the current Health and Safety legislation.

All adults employed by Gumley House School FCJ are responsible for safeguarding and promoting the welfare of children they are responsible for or come into contact with and upholding the school's policies in respect of child protection and safeguarding.

It is understood that areas of responsibility of the job description are not necessarily a comprehensive definition of the post or an exhaustive list of all duties performed. The main duties and responsibilities are indicated above. Other duties of an appropriate level and nature may also be required, as directed by the Headteacher.

The job description is a working reference document. The management duties and responsibilities will be reviewed at least once a year, together with the job description and may be subject to modification after consultation with the post holder and without changing the level of responsibility.

The job description allocates duties and responsibilities but does not direct the amount of time to be spent on carrying them out and no part of it may be so construed.

Performance Measures

Performance will be measured against The Teachers' Standards (September 2017) and student outcomes in relation to targets set and in addition will take note of progress with the Department Improvement Plan.

Confidentiality

The nature of your responsibility means that during the course of your employment you will see or have access to information of a confidential nature relating to the work of the school or the health or personal affairs of pupils and staff. Under no circumstances should such information be divulged or passed on to any unauthorised person or organisation.

PERSON SPECIFICATION

KEY: A = Application; I = Interview; R = Reference

| ATTRIBUTES | ESSENTIAL | DESIRABLE | STAGE IDENTIFIED |
|---|-----------|-----------|------------------|
| EDUCATION | | | |
| Good Honours Degree or equivalent in relevant subject | X | | AR |
| Evidence of continuing professional development | X | | AR |
| Post graduate qualification | | X | AR |
| Relevant higher degree or professional qualification | | X | AR |
| EXPERIENCE | | | |
| Experience of being a form teacher | | X | AR |
| ICT Proficiency | X | | AI |
| Evidence of commitment to extended learning for students beyond the classroom | X | | AR |
| Active involvement in the promotion of equal opportunities | X | | AIR |
| Experience of working with parents/carers and external agencies | | X | AIR |
| KNOWLEDGE AND SKILLS | | | |
| A passion for the subject and knowledge and skills to inspire students | X | | AIR |
| Willingness to teach Sociology or Criminology to KS5 | | X | AIR |
| Excellent interpersonal and teamwork skills | X | | AIR |
| Excellent communicator – sensitive and effective | X | | IR |
| An ability to establish good working relationships with a wide range of people including students, parents/carers, Governors and colleagues | X | | AIR |
| Knowledge, skill and intelligent use of data to inform intervention strategies to improve outcomes for students | X | | AIR |
| A keen interest in how students learn and experience of putting this knowledge into practice | X | | AIR |
| Desire to be a Tutor and support the school's programme for care, welfare and guidance | X | | IR |
| Knowledge and understanding of current educational issues | | X | AIR |
| Knowledge and understanding of Safeguarding | X | | I |
| A commitment to Equal Opportunities | X | | AI |
| PERSONAL QUALITIES | | | |
| Ambition and vision | X | | AIR |
| A commitment to sustaining and raising achievement, attainment and aspirations of all students | X | | AIR |
| Have the ability to work in a team | X | | AIR |
| A sense of humour and perspective | X | | AIR |

| | | | |
|--|---|---|-----|
| Ability to work under pressure and remain positive, enthusiastic and resilient | X | | AIR |
| Reflective and analytical | X | | AIR |
| Energy, imagination and personal commitment | X | | AIR |
| Personal and professional commitment to the philosophies of school improvement and effectiveness | X | | AIR |
| Supportive of the school's Catholic ethos | X | | AI |
| Potential and capacity to grow professionally and aspire further to take responsibility and lead | | X | AIR |
| Excellent attendance and punctuality | X | | R |

We are seeking to appoint an excellent Head of Sociology (with the ability to teach criminology) to facilitate and encourage learning that enables students to achieve high standards; to share and support the corporate responsibility for the well-being, education and discipline of all students; to support the school's distinctive Catholic mission and FCJ ethos. The successful applicant should have a broad based subject knowledge in order to teach Sociology both at GCSE and A level.

How to apply:

Please complete an application form (available on [our website](#)) in expression of your interest in the post, with a brief supporting statement of why you think you would be a suitable candidate.

If you require any further details about the role or application process, please contact Donna Godwin at dgodwin@gumleyhouse.com