



Teacher of Maths (Maternity Cover)

Recruitment Information Pack

Tant Que Je Puis

Salary: M1 – UPS3 (outer London)

Contract: Maternity Cover

Location: Enfield

Start date: January 2022

Would you like to work at a school that has a prestigious past, a wonderful present and a bright future? Would you like to work in a well-established school, proudly rated Good by Ofsted in September 2018? If so, we would like to hear from you.

Our aim is to prepare our boys for the world, both academically and socially. We expect hard work, good manners and in turn provide learning opportunities where all can fulfil their potential. Our motto, "Tant Que Je Puis" (As Much As I Can) is at the heart of our School community and we actively encourage both staff and students to strive for this aspiration. If you share our vision, we would strongly encourage you to apply.

We are seeking to appoint an enthusiastic and creative teacher to join the School's successful Mathematics Department, providing maternity cover from January 2022. Ideally, you will be interested in teaching across all Key Stages and welcome the opportunity for collaboration within the department. This position would suit either an NQT or experienced teacher.

Enfield Grammar School is an 11-18 boys' comprehensive school located in the heart of Enfield Town. For more information about the School, please visit www.enfieldgrammar.org

We Offer:

- Access to opportunities for self-development and regular Continuing Professional Development sessions.
- Opportunities for career progression.
- A health care plan, including reimbursement for optical, dental, physiotherapy and a range of other areas, 24/7 GP access and free counselling.
- On site gym facility.
- Strong commitment to equality, diversity and inclusion.

You Will:

- Be passionate about teaching and committed to contributing to the School community.
- Teach through a range of styles and activities to encourage thinking skills and encourage our students to be active learners.
- Have the highest standards at all times to ensure maximum progress and outcomes for our students.
- Be a positive person able to work effectively as part of a team.

How to Apply:

To apply please complete and submit an application form to applications@enfieldgrammar.org or online via the TES portal, the DfE website <https://teaching-vacancies.service.gov.uk>, by completing an application form that is available on our website under 'About Us/Work for Us'. If you have any questions regarding the role, please contact Ms Paraskeva, Head of Mathematics, on 020 8363 1095.

The School is committed to safeguarding and promoting the welfare of children and young people. All appointments will be subject to receipt of satisfactory Enhanced DBS check and pre-employment checks.

Closing date for applications: **13 October 2021 at 12 noon**

Interviews will take place Week commencing Monday 18 October 2021

Ofsted 2018:

"Pupils, sixth form students and staff are proud of their school."

"Leaders and teachers are ambitious for their pupils. Leaders understand the importance of good behaviour for learning."

"Leaders train teachers well to improve the quality of their teaching. This training is having a marked positive impact on pupils' learning and their progress."

Closing Date: 13 October 2021 (noon)

Letter from the Headteacher



Dear Applicant

Thank you for your interest in Enfield Grammar School. We really are a wonderful school that values hard work, kindness and an ability to empathise with, inspire and care for boys in the 21st Century. I'm very passionate about boys' education and believe all boys have the ability and the desire to love, empathise, care for and respect themselves and others and these "soft" skills are modelled by all our adults in the school.

We are looking for a teacher who shares our passion, our ethos and expectations, who can motivate and inspire students and colleagues to be the best that they can be.

Ideally, we would love you to visit us to see us in action. You will see the students in every year group take pride in being part of our school community. Once seen, we would be confident you would apply to join us. If you would like to visit then please contact Mrs Plumb, PA to the Headteacher, who will be pleased to be of assistance.

I recognise that preparing an application is a time-consuming process and I would like to thank you in advance for submitting your application.

As an inclusive school, we would welcome applications from all backgrounds, especially those representative of our diverse student population. I am a Headteacher who is fully committed to equality of opportunities for all of our stakeholders.

Please do not hesitate to contact Ms Paraskeva, Head of Mathematics, should you require further details about the role on 020 8363 1095 or at office@enfieldgrammar.org

Yours sincerely

C Lamb
Headteacher



About the School



Enfield Grammar is a successful school with a strong tradition and excellent reputation. We were rated 'Good' in our recent Ofsted inspection (September 2018) and continue to strive to improve outcomes for students. We take great pride in our comprehensive CPD programme that allows all staff to develop their practice and expand their skill set.

Enfield Grammar School is rightly proud of its fine traditions and examination achievements. We are also a school which is intent on ensuring that the breadth and quality of education will, as far as is possible, equip all of our students to meet the rapidly changing demands of the future.

We are a Specialist Sports College and converted to Academy status in August 2011. There is a strong commitment to supporting staff development.

The School is based on two sites. The Upper School is a mixture of original 16th and more recent 20th Century buildings and is situated just off the Market Square in the centre of Enfield Town. The Lower School, some five minutes' walk from the Upper School, is a 17th Century listed building which houses Years 7 and 8. The school roll is approximately 1100 boys, of whom some 210+ are in the Sixth Form.

The School has a strong commitment to extra-curricular activities of all forms and it is expected that all potential members of staff would be willing to support this commitment. As a comprehensive school dedicated to serving the local community, as it has done since 1558, we admit 180 boys each year, representing the full range of ability from diverse ethnic and cultural backgrounds.



Mathematics Department



The Mathematics Department at Enfield Grammar School has been highly successful over many years. The department is staffed by experienced and effective teachers who are committed to their work and who are generous in their willingness to offer their free time outside of normal lessons to help the boys understand and learn more about mathematics.

The Department aims to develop a positive attitude to mathematics and strives to teach the knowledge, skills and understanding necessary to solve problems and to be successful, both in and out of school. All students are valued and are helped to develop their abilities as far as they are able.

The teaching in the department combines what we believe to be the best of traditional and modern methods. There is investigative work, along with opportunities to work in groups, where students experience participation with others and the sharing of work and ideas. All methods of calculation are taught, including mental work, the use of pencil and paper and, in the right situation, the correct use of calculators and computers. The department has six rooms in which interactive whiteboards are fitted.

The department believes that students learn most effectively in homogenous groupings and therefore there is some setting in the subject from Year 7. We are aware, however, that students develop at different rates and consequently they are constantly monitored and moved to an appropriate set if their development is not consistent with that of the group.

The department produces excellent results at all Key Stages. Beyond GCSE, the numbers pursuing A Level are extremely good, a further illustration of both the popularity of the subject at Enfield Grammar School and the commitment of the teaching staff.



Job Description



Purpose of the job:

The teaching of students, and the associated pastoral duties in respect of those students, in accordance with the aims and objectives of the school.

Responsible to: The Headteacher and Governing Body.

Main Duties and Responsibilities:

This post is subject to the current conditions of employment of teachers contained in The School Teachers' Pay and Conditions Document.

Planning

- Identify clear teaching objectives and specify how they will be taught and assessed.
- Set tasks that challenge students and ensures high levels of interest.
- Set appropriate and demanding expectations.
- Set clear targets for students building on prior attainment.
- Identify SEND, disadvantaged and gifted students.
- Provide clear structures for lessons, maintaining motivation, pace and challenge.
- Select and prepare and organise resources with the help of support staff where appropriate.
- Make effective use of assessment and ensure coverage of the scheme of work/programme of study.

Teaching and Learning

- Establish a purposeful learning environment where students feel secure and confident.
- Teach clearly structured lessons which interest and motivate students.
- Organise teaching and learning time effectively.
- Organise and manage the physical teaching space, tools, materials, texts and other resources safely and effectively with the help of support staff where appropriate.
- Set high expectations for students' behaviour and manage students' behaviour constructively.
- Use ICT effectively.
- Provide homework and other out-of-class work that consolidates and extends work carried out in class.

Job Description



Teaching and Learning continued

- Work collaboratively with other colleagues.
- Evaluate teaching in order to improve effectiveness.
- Consult with subject leader and Line Manager about professional development.

Monitoring and Assessment

- Make appropriate use of a range of monitoring and assessment strategies to evaluate students' progress towards planned learning objectives.
- Monitor and assess students' work giving constructive feedback to support students as they learn, including student response to feedback.
- Set targets for progress.
- Assess students' progress accurately, using, as appropriate, National Curriculum, requirements of Awarding Bodies, etc.
- Record students' progress and achievements systematically.
- Use records as a basis for reporting on students' attainment and progress orally and in writing for parents, carers, other professionals and students.

Person Specification



	Essential	Desirable
ATTAINMENT		
- Qualified teacher status	X	
- Degree which includes a substantive element for Mathematics	X	
KNOWLEDGE OF		
- Mathematics to GCSE	X	
- Mathematics to 'A' level		X
- the National Curriculum in Mathematics	X	
- ICT and the learning of Mathematics	X	
UNDERSTANDING OF		
- the needs of a diverse comprehensive school community		X
- the issues concerning raising the attainment of boys		X
- the challenges of teaching Mathematics to all ability ranges		X
- the AFL agenda in Mathematics	X	
ABILITY TO		
- co-operate effectively with colleagues	X	
- support the school policy of recording and reporting	X	
- accept advice and feedback and act accordingly	X	
- form effective relationships with students and staff	X	
- employ effective strategies of classroom control and management	X	
- perform clerical and administrative tasks efficiently	X	
COMMITMENT		
- determination to raise the achievement of all students	X	
- has high expectations for all	X	
- willing to teach all ages and abilities (up to at least GCSE)	X	
- to contribute to curriculum development	X	
- to support the school's equal opportunities policy	X	
- to contribute to extra-curricular activities		X
QUALITIES		
- enthusiasm for Mathematics	X	

Safeguarding



Enfield Grammar School is committed to safeguarding and promoting the welfare of children, and safe recruitment of staff is central to this commitment. We will ensure that our recruitment practices are robust, and that our selection procedures prevent unsuitable people from gaining access to children. All adults who work with or on behalf of children and young people in our school must be competent, confident and safe to do so.

All posts working with children should be aware of, and share the commitment to safeguard and promote the welfare of children and young people when applying for jobs within Enfield Grammar School.

This commitment is expressed through the following requirements:

Recruitment

Failure to adhere to the following requirements means that an applicant will not be employed to work at Enfield Grammar School.

- Applicants will be required to undertake an enhanced DBS (Disclosure Barring Service) check if an offer of employment is made and will not be able to take up post until a satisfactory check has been received.
- Applicants are required, when completing an application for a post within the school, to supply full education and employment history since leaving secondary school, with explanations for any gaps.
- An applicant's personal commitment to safeguarding children and young people will be explored through the interview process.
- Successful applicants must show proof of identity and qualifications certificates, along with various other pre-employment clearances before a firm offer of employment is made.
- Prior to taking up post, applicants will be expected to sign the School's Code of Conduct, which commits them to upholding the highest standards in public life, both in the way they undertake their professional duties, and in their personal conduct.

Employment

Failure to adhere to the following requirements may result in summary dismissal:

- To participate in induction processes, professional line management and annual appraisal, where the employee's ability to safeguard children, young people or vulnerable adults through professional involvement and personal conduct will be guided and assessed.
- To undertake mandatory training, including child protection training, as appropriate to their duties.
- To familiarise themselves with all relevant policies and procedures, produced by the School, including procedures for managing allegations against staff.