



# Application Pack

## Teacher of Philosophy, Religion & Ethics

To join September 2024



**Hinchley Wood School**  
**Co-educational Comprehensive Secondary, Years 7 - 13**  
**Headteachers – Ms Maria Cachia and Ms Lucy Macdonald**

**Part of the Hinchley Wood Learning Partnership**

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February 2024

Dear Applicant

**Re: Teacher of Philosophy, Religion & Ethics (PRE)  
To commence September 2024**

We are looking to appoint a Teacher of PRE to work alongside a collaborative, experienced and committed Head of Department. PRE is a very popular subject at Key Stage four and five with commitment to academic excellence at the forefront of teaching and delivery. This is reflected in the achievements of our students. In 2023 our GCSE students achieved 100% pass rate. 89% of these were graded 4-9 and 40% were graded 7-9. At A level 85% of students achieved A\*-C and 50% achieved A\*/A. Over the past four years 21 students have gone on to study Philosophy at university.

Hinchley Wood School is an 'Outstanding' (Ofsted, 2023), inclusive and high achieving school on the borders of South West London. Oversubscribed each year, we have 1,355 students on roll including 253 in our Sixth Form. We are one of the top 100 performing schools in England and Wales in terms of the progress our students make between the end of Key Stage 2 and their GCSEs. Hinchley Wood School has been ranked 18<sup>th</sup> in the Sunday Times Top Comprehensive Schools (2023). Our Progress 8 figure is significantly positive year on year; +0.9 in 2023 has put us in the top 4% of schools nationally.

You will teach across the age and ability range in our 11-18 co-educational school and in return for your hard work, you will receive exceptional support and training, and the rewards that come with teaching students who really want to learn and achieve well.

We are extremely proud of our students' academic achievements, but we also celebrate student progress and development in all areas and we enjoy outstanding sporting and creative achievements.

**Ofsted**

We are proud to report that in October 2023, Hinchley Wood School was graded by Ofsted as 'Outstanding' in all areas. Please click on the links below to read the official Ofsted report and the November Newsletter, which provides a more detailed summary of the feedback the school received.

[Ofsted Report – October 2023](#)

[Hinchley Wood School Newsletter – November 2023](#)

We take staff and student wellbeing seriously and have invested time and money in ensuring that all members of our school feel supported and happy. *"Leaders are considerate of staff workload and well-being."* (Ofsted, 2023).

If you are an outstanding, inspirational and talented teacher with a strong desire to help students of all abilities to achieve the best they can, whilst fulfilling your own potential, then we would be very pleased to hear from you. As well as the opportunity to work in an Ofsted Outstanding school, we offer:

- A competitive salary (London Fringe Pay Scale);
- Professional development support and an extensive CPD programme, which was highly praised by Ofsted: *"Professional development is entirely focused on the individual needs of staff"*;
- Two week Autumn half term and a minimum two week break over the Christmas period;
- Friday afternoon non-contact time;
- Interest free travel/relocation loan; and



- Free use of onsite fitness suite and cycle to work scheme.

We welcome applications from experienced practitioners as well as newly qualified teachers. Ofsted commented on the support given to ECTs stating *“Early career teachers are exceptionally well supported.”* We have a, well-developed programme for ECTs and we believe that Hinchley Wood would be an excellent place to start your career, with benefits including:

- a successful and comprehensive programme of support;
- a ‘golden hello’ in the form of two payments of £1,000 each, following the successful completion of Years 1 and 2 of the ECT induction (paid in September 2024 and 2025);
- a dedicated mentor over the year with regular mentor meetings and coaching;
- a comprehensive induction programme and a wide range of CPD opportunities; and
- a paid induction in July.

**Deadline for applications is: Tuesday 20<sup>th</sup> February (9am)**

We welcome early applications and we reserve the right to interview, and appoint prior to the application deadline if we believe that the right candidate has come forward so please do get your application in as soon as you make the decision that Hinchley Wood is the right place for you. Please note, our half term dates are 12<sup>th</sup> to 16<sup>th</sup> February and we will only pick up emails periodically during this period.

Pre-application visits to the school are welcome during week commencing 5th February. Please get in touch by contacting the HR department on via email: [hr@hinchleywoodschool.co.uk](mailto:hr@hinchleywoodschool.co.uk).

We really look forward to hearing from you.

Yours faithfully

Lucy Macdonald  
Headteacher

Maria Cachia  
Headteacher



## Background Information

Hinchley Wood School, part of the Hinchley Wood Learning Partnership, has a well-established reputation within the area for providing high quality education and excellent public examination results. This success is based on an approach which combines high expectations with sensitivity to students' individual needs.

In October 2023 Ofsted judged the school to be Outstanding, highlighting the strong culture of learning as a key strength:

***“There is a strong learning culture across the school. Pupils develop a deep body of knowledge. This is reflected in external examination results, which are consistently well above the national average.”***

**(Ofsted, October 2023)**

In Summer 2023, both GCSE and A Level results were excellent. At GCSE 86% of pupils achieved 5 or more GCSE level grade 4 or above, 85% of students achieved 5 or more GCSEs including at Grade 4 or above in English & Maths. 88% of students achieved at least a Grade 4 in English and Maths. 89% of all grades were Grade 4 or above (68% nationally). 37% of all GCSE grades achieved were grades 7 to 9. 22% of all grades were Grade 8 or 9, and includes 155 Grade 9s, which is 9% of all grades.

At A Level, 36% of all A level grades achieved were at A/A\* - matching the 2019 record. 45 A\* grades (10% of all entries) – beating the 26 A\* grades in 2019. 70% of all grades achieved were at A\*-B – matching the 2019 record and 88% of all grades achieved were at A\*-C. 99.6% of grades were A – E and overall average point score per entry was 39.9%, equivalent to a Grade B. These excellent results are all the more remarkable given that the DfE and Ofqual wanted a return to pre-pandemic grades meaning grades were expected to be lower than previous years and similar to grades in 2019.



***“The curriculum extends beyond the academic and actively fosters pupils’ personal development. Leaders have ensured that all pupils have access to a wide-ranging and rich set of experiences.”***

**(Ofsted, Oct 2023)**

### **Hinchley Wood Learning Partnership (Multi Academy Trust)**

In July 2019 our status changed to become a Multi Academy Trust and the Hinchley Wood Learning Partnership was formed. We welcomed Hinchley Wood Primary School into the Partnership in October 2019 and more recently Thames Ditton Junior School on 1<sup>st</sup> November 2022. The CEO of HWLP is Ben Bartlett.





HINCHLEY WOOD SCHOOL  
INSPIRING LEARNERS

## Our Vision

- All students and staff to be happy and proud of being a part of the HWS community;
- A supportive, inclusive, safe, kind and caring school with our HWS values central to all that we do;
- High expectations of all;
- Clear, predictable and fair systems of running the school;
- An exciting and broad curriculum which fosters enthusiastic learning and inspires learners;
- Successful outcomes which allow students to go on and do what they want to do.



Headteachers: Lucy Macdonald and Maria Cachia

## Our Values

Our culture is built around our HWS values and ethos which set high expectations for all members of our school community.

***“Pupils embrace the school’s values of determination, independence, enthusiasm, confidence and consideration. The curriculum extends beyond the academic and actively fosters pupils’ personal development.” (Ofsted, Oct 2023)***

The value that we place on our staff cannot be overstated – they allow this vision to come off the page into reality. Their knowledge, skills and positivity are what makes Hinchley Wood such an excellent and vibrant school. To really see this vision in action take a look at our newsletters on the website and you will see what happens every day in our school – all made possible by staff who are committed and enthusiastic and by students who display positivity, a willingness to learn and try new things. Whatever a child’s strengths, starting points or interests, we aim for them to fulfil their potential, to enjoy school and to know that they are part of a caring community where they matter and where they are valued.



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# The Philosophy, Religion & Ethics Department

*“The unexamined life is not worth living.” (Socrates)*

PRE at Hinchley Wood is a forward thinking subject. We aim to provide students with a reflective, academic and engaging insight into a variety of different worldviews and philosophical and ethical standpoints. Our classrooms are well equipped, pleasant environments close to other humanities subjects where we share a staff common room. We have a wide range of reading materials which students can access in both the library and through our own literature collection. We are a fully resourced department who works collaboratively to ensure our students receive consistent teaching and learning in PRE. We constantly reflect on our curriculum, ensuring it reflects our community, and we are always seeking to improve our teaching and learning, in line with the school’s priorities. During the recent OFSTED inspection PRE was selected for “deep dive” scrutiny. The inspector was highly complementary about the department; notably the academic rigour of our curriculum and effective teaching styles.

PRE is a very popular option at both KS4 and KS5. We currently teach 109 students at KS4 and 20 at KS5.

## Exam Results

Our commitment to academic excellence is at the forefront of our teaching and delivery. This is reflected in the achievements of our students. In 2023 our GCSE students achieved 100% pass rate. 89% of these were graded 4-9 and 40% were graded 7-9. At A level 85% of students achieved A\*-C and 50% achieved A\*/A. Over the past four years 21 students have gone on to study Philosophy at university.

## KS3 Curriculum

In Years 7, 8 and 9 we study one unit per half term, covering a range of different worldviews and moral and philosophical themes. Our aim is to challenge our students’ way of thinking and to prepare many of them for the challenges of the GCSE course. In Key Stage 3, topics of study include: The Abrahamic and Dharmic faiths; The development of the church in Britain; The life of Jesus, Arguments for God; How to live a good life; and Religion and Conflict. Students enjoy the challenge of beginning to apply the disciplines of ethical thought, philosophical methods or religious beliefs to their learning through the distinct disciplines of Philosophy, Religion and Ethics.

## KS4 Curriculum

We currently follow the AQA Specification A. The structure of this course allows students to systematically explore the beliefs and practices of both Christianity and Islam. The other half of the course involves exploring contemporary issues such as war and peace, crime and punishment and the secularisation of society from a variety of religious and non-religious standpoints.

## KS5 Curriculum

Our A Level course is AQA and we follow the Philosophy of Religion and Ethics components of the course. This allows students not only to explore philosophical and ethical theories but also to evaluate contemporary theological issues in areas such as gender and secularisation.

## Staff

Mrs Annabel Jones – Head of PRE

Miss Laurie Bailey – KS3 Coordinator, PRE



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## JOB DESCRIPTION - TEACHER

**Line of Responsibility:** The teacher is directly responsible to the Head of Department on curriculum matters and the Head of Learning for pastoral issues.

**Salary:** The post holder will be paid on the appropriate point of the Teacher's Pay Scale.

At the heart of a successful school is the provision of high quality teaching and learning, the effective use of resources, improving standards of achievement for all students and the promotion of students' personal development and well-being through excellent pastoral care. A teacher/tutor plays a key part in this provision by a commitment to the school's ethos, by working effectively in subject and tutor teams and by delivering high standards of teaching and learning and personal care.

### Job Purpose

To teach and tutor students across the full age and ability range in order to ensure the highest possible standards of achievement, personal development and well-being. The post holder will continue to meet, maintain, and build upon, as appropriate:

- Teacher Standards
- Induction Standards
- Threshold Standards

### All teachers are expected to:

#### Teaching

- Consistently plan and deliver good lessons taking account of students' prior learning and needs.
- Provide a stimulating classroom/learning environment.
- Work closely with the SEND department to meet the needs of different groups of learners in particular SEN students and those who have been identified as potential high attainers (PHA).
- Use a wide range of resources, including ICT, to good effect.
- Regularly assess and mark students' work in line with the school and departmental feedback policy.
- Give timely, positive, helpful feedback to students.
- Provide intervention for under-performing students.

#### Tutoring

- Actively monitor student's progress and provide support where needed.
- Encourage students' self-development and personal expression through PSHCE (Personal Development) and tutor time sessions.
- Complete relevant tasks to a high standard, including taking of the register and completion of absence returns.

#### Professional development and wider contribution to the school community

- Proactively engage in continuous professional development to reflect on and improve your teaching pedagogy.
- Contribute to working groups, Teaching & Learning Forums and initiatives where appropriate.



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- Participate in arrangements for the professional development and review of own performance and, where appropriate, that of other teachers and support staff.
  - Contribute to the life of the community, particularly by leading and contributing to extra-curricular and enrichment activities.
  - Attend parents' evenings and other meetings/workshops as appropriate.

#### **General well-being /safeguarding**

- Adhere to the school code of conduct.
- Promote the safety and well-being of students.
- Register, start lessons and tutor periods on time and purposefully engage students for the duration of the period.
- Commit to safeguarding and promoting the welfare of children and young people.

#### **General**

- The post holder is required to support and encourage the school's ethos and its objectives, policies and procedures as agreed by the governing body.
- To uphold the school's policy in respect of child protection matters.
- The postholder may be required to perform any other reasonable tasks after consultation.
- This job description is not necessarily a comprehensive definition of the post. It will be reviewed once a year and it may be subject to modification at any time after consultation with the postholder to meet changing regulations or circumstances.
- All staff members participate in the school's professional development scheme.





## PERSON SPECIFICATION - TEACHER

### Qualifications

Essential	Desirable
<ul style="list-style-type: none"> <li>Qualified teacher status</li> </ul>	<ul style="list-style-type: none"> <li>Commitment to continuing professional development</li> </ul>

### Experience

Essential	Desirable
<ul style="list-style-type: none"> <li>Have met the Teacher Standards and continue to meet them.</li> <li>Have a secure knowledge and understanding of own subject/curriculum area.</li> <li>Evidence of taking responsibility for own professional development.</li> <li>Evidence of good teaching skills, leading to consistently high standards of achievement.</li> <li>Knowledge of current developments in teaching and learning.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of teaching a second subject.</li> <li>Experience of using ICT for subject development.</li> <li>Understanding Experience of personal involvement in the wider curriculum.</li> <li>Evidence of leading high quality extra-curricular activities.</li> <li>Evidence of working with other professionals as part of a team. Experience of teaching across all Key Stages.</li> </ul>

### Knowledge/Skills (Ability to)

Essential	Desirable
<ul style="list-style-type: none"> <li>Develop a broad and imaginative range of teaching skills.</li> <li>High-level communication and presentation skills applicable to a range of audiences.</li> <li>Think creatively and imaginatively to solve challenges.</li> <li>Make effective use of assessment for learning in the classroom.</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of how to use and adapt a range of teaching, learning and behaviour management strategies including how to personalise learning to provide opportunities for all learners to achieve their potential.</li> </ul>

### Personal Attributes

Essential	Desirable
<ul style="list-style-type: none"> <li>Enthusiasm for the subject and a desire to communicate that to others.</li> <li>Commitment to running and leading extra curricular activities, where appropriate.</li> <li>Commitment to the highest standards of child protection.</li> <li>Enjoy working with young people.</li> <li>Demonstrate energy, vigour and perseverance and promote an 'I can' philosophy.</li> <li>Ability to prioritise, plan and organise own work and that of students.</li> <li>Effective interpersonal skills.</li> <li>Self-motivated and a desire to achieve the highest possible standards.</li> </ul>	<ul style="list-style-type: none"> <li>Involvement in creative and innovative teaching developments.</li> <li>Willingness to take on delegated responsibility.</li> <li>Ability to build on the experience, advice and contribution of others.</li> </ul>



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## Why join Hinchley Wood School?

Hinchley Wood School offers a positive and innovative learning ethos supported by students, staff, parents and governors.

We value our staff and the professionalism and experience they bring to the school, and wherever possible we have tried to anticipate and build in holistic support.

***“Leaders are considerate of staff workload and well-being. Staff are proud to be part of the school.”  
(Ofsted, Oct 2023)***

### **Our Staff Enrichment Programme**

Beyond the classroom, nurture your well-being and passions with the staff enrichment program. From mindful after school yoga to group fitness classes, we offer a diverse menu of enrichment activities to fuel the body and mind. These include art workshops, cooking classes, knitting, staff socials and the staff quiz. In the summer term, we have a running group, competitive tennis matches, and a golf day. These activities are opportunities to connect with colleagues, explore new interests, and invest in personal growth.

### **We offer:**

- Two week Autumn half term and a minimum two week break over the Christmas period
- Advance notification of confirmed term dates
- Early finish to the school timetable on Fridays
- Recognition of previous maintained school or Academy continuous service
- Free use of our on-site gym before and after the school day
- Cycle to Work salary sacrifice scheme
- For staff employed at HWS, priority admission for children of all permanent postholders after 2 years' service, or upon commencement for designated roles, identified at time of recruitment advert
- Membership of either of the following pensions schemes, including a generous employer contribution:
  - Teachers' Pension Scheme
  - Local Government Pensions Scheme
- Occupational Health Support
- Employee Assistance Programme – 24 hour confidential advice service, available to staff and their immediate family
- A paid day off each year to deal with personal matters or to celebrate close family events ('A Personal Business Day')
- Staff Referral Scheme for introducing successfully recruited employees to Hinchley Wood School (£100 gift card)
- Every Colleagues Matters – a group to represent and discuss staff matters

### **Job Satisfaction and Progression**

HWS has a very good record of staff retention & job enhancement opportunities, we offer a pleasant and supportive working environment and have established excellent staff:student working relationships.

***“Relationships forged between staff and pupils are rooted in an atmosphere of mutual support.”(Ofsted, Oct 2023)***

To improve working environments for staff we are committed to an on-going programme of investment.



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### **Early Careers Teachers' programme**

We have a programme of support for newly qualified teachers, and those in their second year of teaching. This includes regular support meetings, a dedicated mentor, CPD sessions and NQT support network.

### **Continuous Professional Development**

We have an excellent CPD programme and many opportunities in school for staff to extend their professional knowledge and develop their skills. As a result, we have a very good record of staff gaining internal and external promotions and sharing good practice across departments.

There is a warm convivial atmosphere among the staff and mutual support between teaching and associate staff to ensure effective teaching and learning and the best outcomes for our students.

Staff have opportunities to work on cross-curricular projects with students and colleagues, and this is actively encouraged.

### **Wide range of educational visits and extra-curricular activities**

Staff are able to assist on a number of day/residential visits to extend their own experience and support students' personal growth and are encouraged to get involved in extracurricular clubs. These have included:

- Trips as part of curriculum enhancement e.g. New York
- Skiing
- Duke of Edinburgh – Bronze, Silver, Gold
- World Challenge Trips
- Combined Cadet Force
- Various sports clubs including: tennis, hockey, football, rugby, netball and athletics

### **Secure School Finances**

In this time of uncertainty within education, the school is well placed to weather the storm including:

- Robust school finances during a period of much financial uncertainty
- Cost of living pay rise approved each year to date.
- Performance Related Pay outcomes funded.

### **Part of a growing Multi Academy Trust**

- Opportunity to work across different education phases with the Multi-Academy Trust.

### **Other Benefits include:**

- Reduced rates at local service providers.
- Free or heavily subsidised flu vaccinations for all staff.
- Access to My Staff Shop ([www.mystaffshop.co.uk](http://www.mystaffshop.co.uk)) offering great local and nationwide discounts/savings to all staff across a wide variety of areas from retail and entertainment to holidays.
- Onsite parking
- Free lunch and refreshments on INSET days
- Free lunch for colleagues if they are staying later to attend parents' evenings
- Complimentary tea and coffee every day and a fully equipped and pleasant staff room
- A supportive Staff Association which covers a range of events including provision of end of term food and drinks and sending small gifts to colleagues at times of celebration or loss
  - Concessionary/franked postage rates at Christmas for staff and the school can be used as a delivery point for online personal purchases.



## Location



**Hinchley Wood** is located on the borders of south-west London with good road and public transport links. The M25 and A3 provide convenient road links to other areas and the school is less than 5 minutes from the A3. Hinchley Wood railway station offers a regular service to London Waterloo and Guildford (via Cobham).

Hinchley Wood is approximately 4 miles south from Kingston upon Thames, a buzzing market town and excellent regional shopping centre, with extensive venues such as a multiplex cinema, leisure centre and a large selection of bars, restaurants and nightclubs. Surbiton, with regular fast rail links to London is 2 miles away and further south are the towns of Esher, Cobham and Walton upon Thames which offer a further selection of recreational facilities. The K3 bus service links the school to Surbiton, Kingston and Esher.

For more information regarding Hinchley Wood click on this link: <http://hinchleywood.org.uk/>



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## Extract from the Staff Code of Conduct

Our Code of Conduct sets clear guidance on the standards of conduct and behaviour expected from all staff at Hinchley Wood Learning Partnership (HWLP). The principles underlying the guidance aim to encourage staff to achieve the highest possible standards of behaviour and minimise the risk of inappropriate conduct occurring and to safeguard staff and pupils.

School staff are in a unique position of trust and influence as role models for pupils and other staff. Therefore, all staff must adhere to behaviour that sets a good example to all members of the school community. Staff have an individual responsibility to maintain their reputation and the reputation of the school, both inside and outside working hours and the work setting.

### CORE PRINCIPLES

The welfare of pupils is paramount and all staff should always act, and be seen to act, in each child's best interests.

Staff should work, and be seen to work, in an open and transparent way. All staff working within HWLP are responsible for their own actions and behaviour and should avoid any conduct which would lead any reasonable person to question their motivation and intentions.

As part of the School's positive safeguarding culture, staff must have a regard for the need to safeguard children's well-being in accordance with statutory provisions. All staff should know the name of the overall Designated Safeguarding Lead (DSL), and must be familiar with child protection arrangements and understand that they have a responsibility to speak up immediately about safeguarding and welfare matters within the school, and to external agencies where necessary, to safeguard and protect pupils.

### PROFESSIONAL BEHAVIOUR AND CONDUCT

- Staff are expected to demonstrate the highest possible standards of personal and professional conduct and behaviour and consistently act with honesty and integrity. Hinchley Wood Learning Partnership expects staff to treat each other, pupils, parents/carers and the members of the wider community with dignity and respect at all times. All staff must have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities.
- Staff must act in accordance with their duty of care to pupils and ensure that the safety and welfare of pupils are given the highest priority.
- Staff must have regard for the ethos and values of the Hinchley Wood Learning Partnership and must not do or say anything which may bring the School or Trust Board into disrepute.
- Staff should act in accordance with the school's policies and procedures at all times.



## The Application Process

Please download, complete and return the application form by the closing date specified. This can be emailed to the address below, or sent by post to:

HR Department  
Hinchley Wood School  
Claygate Lane  
Esher  
KT10 0AQ

For further information, please contact Jo Rogers on 020 8398 7161 or via email [hr@hinchleywoodschool.co.uk](mailto:hr@hinchleywoodschool.co.uk)

We are committed to meeting our data protection obligations and for information on how we collect, use, share and store your data within the recruitment process please click [here](#).



**Hinchley Wood Learning Partnership**  
CEO Mr Ben Bartlett

**Hinchley Wood School**  
Headteachers – Ms Lucy Macdonald and Ms Maria Cachia

**Hinchley Wood Primary School – 3 form entry, Reception to Year 6**  
Headteacher – Mrs Aisling Hogan

**Thames Ditton Junior School – 3 form entry, Year 3 to Year 6**  
Headteacher – Mr Matthew Lewis