



Sydenham High Prep

GDST
GIRLS' DAY SCHOOL TRUST

Brief for the position of

Classroom Teacher

Sydenham High School GDST





Dear Candidate,

Thank you for your interest in the role of classroom teacher at our wonderful Prep School.

This is an excellent opportunity for a well-qualified and enthusiastic classroom practitioner with proficiency in teaching from KS1 and KS2, to contribute to the academic and personal development of our pupils, to maintain the high academic expectations of our school and to contribute significantly to our community.

Sydenham High is a selective school with a mission to ensure that every girl reaches her full academic potential. We offer a rich and diverse curriculum, alongside outstanding enrichment opportunities outside of lessons, enabling our students to develop the skills and personal attributes to prepare them for the challenges and opportunities of an ever-changing society.

We are ambitious and forward thinking, looking to ensure our school continues to offer an outstanding education to our young people as well as the very best in pastoral care. Tolerance and mutual respect are a cornerstone of our ethos alongside an education which delivers a contemporary, innovative understanding of what it means to educate the 'whole child'.

Applicants should be digitally literate and be prepared to innovate both in the classroom and in the field. Above all, they will be a passionate individual with high ambitions for our pupils, and strongly motivated to make themselves an active part of our thriving community.

Mrs Panton
Head of Prep



Our school

Sydenham High School, was founded in 1887 by four pioneering women, becoming one of the last schools to be opened by the Girls' Public Day School Trust. In 1934 the school transferred to its current site in the leafy suburbs of South East London. Sydenham High prides itself on enriching young minds in a way that will endure a lifetime. The School's original Anglo Saxon motto, 'Nyle ye drede', means 'fear nothing' and girls are continually encouraged to have a 'can do' approach to all they do. Sydenham High is selective but diverse, welcoming girls with wide-ranging abilities, talents and backgrounds into a close community that is large enough to offer choice and flexibility but compact enough to ensure that no girl is overlooked.

The Girls' Day School Trust

The Girls' Day School Trust (GDST) is a leading family of independent girls' schools in the UK, with 23 fee-paying schools and two academies. A registered charity, it has 19,000 students, 4,000 staff and a network of 70,000 alumnae.

GDST schools share an ethos and heritage of girls-only education and are members of a unique network which adds value to each school, student and member of staff. Networking opportunities across the Trust enable staff to share best practice and develop initiatives that benefit all our schools and students. In addition to supporting the work of individual schools in supplying excellent induction and development opportunities for staff, the GDST network provides access to an extensive training programme. This includes development opportunities (including a Middle Leaders' Development Programme and Aspiring Leaders Programme) and grants for individual courses of study.



Site and facilities

Ongoing investment by the GDST has seen the school's facilities continue to expand. A new Design Technology and Innovation Building alongside a new Sixth Form Centre is planned to open in Summer 2025. A Performing Arts Centre was opened in 2006, comprising a 90-seat Recital Hall and the 152-seat Westwood Theatre, and the assembly hall was renamed Longton Hall and refitted to provide concert and performance facilities. There are specialist features for the teaching of Science, IT, Music, Art and Design and Technology. Sports facilities include an indoor sports centre, gym, large all-weather pitch and a 7.5 acre sports ground in Lower Sydenham. The current Sixth Form centre has been refurbished to include a generous common room, study rooms and classrooms. In 2014 the historic dining hall was refurbished and extended to include a glass orangery, new serving area and new state-of-the-art kitchens.

The Prep School is home to 240 pupils from the age of 4 to 11. It is based in an attractive large Edwardian family house with light and spacious purpose-built modern additions. The school is set within its own attractive grounds, five minutes' walk from the Senior School and takes full advantage of the Senior School facilities. The personalised approach allows each girl to develop at her own pace. Most girls in the Prep School move into the Senior School.

The Senior School has over 515 pupils and our aim is to develop girls as independent learners, who take responsibility for their own learning. The curriculum offered at each stage allows the exploration of personal learning and thinking skills that underpin not just academic but lifelong success.

For more information about Sydenham High School please visit:
www.sydenhamhighschool.gdst.net.



Our purpose

We aim to inspire the future generations of creators, independent thinkers and trailblazers. We open eyes and hearts by educating the whole person: to balance mind, body and soul. Our diversity of academic and enrichment opportunities enables every girl to forge her own path, strive to be her best and excel. We seek to empower every girl to discover and nurture her unique talents whether in the classroom, the laboratory, the library, the studio, the field, the water, the community or beyond.

We believe that educating the whole person leads to happy, confident and courageous children who flourish and make a positive difference to their community.

Our values

Courage and character: With our school motto at the fore, ('Nyle ye drede', 'Fear nothing'), we aim to foster in every girl the strength of character and courage to discover and pursue her own path.

Curiosity for learning: We seek to empower every girl to learn without limits, cultivating an intellectual and creative mindset through an inspiring and joyful approach to education.

Culture of kindness: We focus on developing a happy and respectful community with strong relationships, prioritising every child's wellbeing and celebrating diversity.

Generosity of spirit: We aspire to be outward looking, giving back, taking on leadership and having a positive impact.

"Pupils develop high levels of self-confidence and the inner strength needed to succeed, as a result of an understanding not to fear failure" - ISI, 2020

The Role **Classroom Teacher**

This is an exciting opportunity to join the highly qualified, experienced, and dynamic Prep teaching team at Sydenham High Prep School.

The Prep School passionately believes in the power of excellent and ambitious teaching to inspire and enable pupils to reach for the stars. We value the importance of pupils exploring a wealth of different perspectives and voices which reflect the diversity of our school community and city in which we live. Teachers employ a variety of creative teaching methods to encourage every girl to find success and joy in their learning.

Our pupils make good use of our well-equipped facilities and benefit from being part of a whole school environment, from 4-18 years old. Teaching is supported by Clevertouch screens, and all years have access to digital platforms to support their learning and we operate a highly successful Google Classroom with resources.

The Prep School teaching team run an extensive range of clubs, learning interventions and each year we enter tournaments and competitions both as part of the GDST and nationally. Trips and workshops further enrich our pupils in their learning during their time in Prep School. All class teachers run clubs and lead a subject area within school.

The candidate will show initiative, leadership and innovation both in the classroom and be highly motivated in their care and attention to detail as a Prep class teacher.

The start date for this role is September 2024.



Job Description **Classroom Teacher**

Accountable to: Head of Prep School

Responsible for: n/a

Job Purpose: To ensure pupils have the best education by facilitating an ambitious, broad, and balanced curriculum, achieving the highest standards, in line with the ethos of the school.

Accountabilities

Teaching

In accordance with the curriculum for the school undertake responsibility for:

- Planning and preparing courses and lessons;
- Teaching, according to their educational needs, the pupils assigned to her/him, including the setting and marking of work to be carried out by the pupils in school and elsewhere;
- Assessing, recording and reporting on the development, progress and attainment of pupils;
- Contribute to the co-curricular life of the school

Other activities (including Co-Curricular)

- Promote the general progress and well-being of individual pupils and of any class or group of pupils assigned to her/him;
- Provide guidance and advice to pupils on educational and social matters, including information about sources of more expert advice on specific questions; making relevant records and reports;
- Make records of and reports on the personal and social needs of pupils;
- Communicate and consult with the parents of pupils as directed by the Head of Prep School
- Communicate and cooperate with persons or bodies outside the school;
- Participate in meetings arranged for any of the purposes described above;
- Contribute, wherever appropriate, to the wider life of the school including regular participation in the school's Co-Curricular Clubs Programme

Assessment and reports

- Providing or contributing to oral and written assessments, reports and references relating to individual pupils and groups of pupils in line with the Assessment & Reporting Policy.

Appraisal

- Participating in arrangements made by the GDST for the appraisal of her/his performance

Further training and development

- Reviewing from time to time her/his methods of teaching and programmes of work;
- Participating in arrangements for her/his further training and professional development as a teacher.

Educational methods

- Advising and co-operating with the Head of Prep and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.

Discipline, health and safety

- Maintaining good order and discipline among the pupils and safeguarding their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.

Staff meetings

- Participating in meetings at the school which relate to the curriculum for the school or the administration or organisation of the school, including pastoral arrangements.

Cover

- Supervising and so far as practicable teaching any pupils whose teacher is not available to teach them.

Job Description **Classroom Teacher**

Supporting the work of the GDST

- Develop strong, positive relationships with GDST colleagues, contribute to collaborative work cross-GDST Schools and support other staff in participating in GDST work in order to share best practice

General requirements

All school staff are expected to:

- Work towards and support the school vision and the current school objectives outlined in the School Development Plan
- Contribute to the school's programme of extra-curricular activities
- Support and contribute to the school's responsibility for safeguarding students and for pastoral care including anti-bullying, behaviour and sanctions
- Work within the school's health and safety policy to ensure a safe working environment for staff, students and visitors
- Work within the GDST's Diversity Policy to promote equality of opportunity for all students and staff, both current and prospective
- Maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents and colleagues
- Engage actively in the performance review process
- Adhere to policies as set out in the GDST Council Regulations, Notes of Guidance and GDST circulars
- Undertake other reasonable duties related to the job purpose required from time to time

Review and Amendment

- This job description should be seen as enabling rather than restrictive and will be subject to regular review

Person Specification **Classroom Teacher**

Educational Attainment and Training

- Good honours degree
- Post graduate qualifications such as PGCE, Masters desirable

Skills Required

- Excellent interpersonal skills including the ability to relate well to people on all levels, to resolve conflicts in a sensitive manner, to encourage and motivate
- First class organisational and administrative skills with the ability to remain calm under pressure, work to tight deadlines, managing competing priorities; being able to maintain a high work rate
- Strong analytical and problem - solving skills, combined with a proactive and positive approach to change management
- Able to see through complex strategies from concept to conclusion
- Able to maintain a high work rate and to juggle a range of tasks and issues at the same time
- High level of classroom teaching skills
- Excellent written and spoken English

Knowledge Base

- An awareness of recent important national educational developments
- A clear understanding of recent developments in teaching and learning
- Good working knowledge of common ICT applications, with a clear understanding of the potential for ICT in enabling more innovative and effective approaches to learning, teaching and school organisation

Experience

- Successful teaching experience in a range of settings across the full 4-11 age range with a track record of consistently enabling pupils to achieve high standards.
- Experience of working in an independent school setting desirable

Attitude/approach

- A sensitivity to the needs of young people
- Personal integrity, honesty, energy, stamina, enthusiasm
- A willingness to give generously of their time to support school events and activities
- Commitment to personal development and lifelong learning

How to Apply **Classroom Teacher**

To apply, please go to

https://my.corehr.com/pls/gdstrecruit/erq_jobspec_version_4.jobspec?p_id=035307

to submit your application form and cover letter by 9am on Friday 3 May 2024.

Starting salary will depend on the experience and qualifications of the successful candidate. We offer a competitive salary and benefits package and a strong professional development programme.

These benefits include:

- Competitive salaries and pay progression
- Access to extensive professional development opportunities
- Training grants for qualifications
- Generous pension schemes
- Free school lunches
- Financial guidance and support
- Retail and lifestyle discounts
- A discount of up to 50% on fees for children at GDST schools

We reserve the right to interview at any point during the recruitment process, so early applications are encouraged. References for candidates invited to interview will be taken before the interview.

Sydenham High School and the GDST (Charity Registration No. 1026057) are committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including online searches, checks with past employers and the Disclosure and Barring Service.

