



Sydenham High School

G D S T
GIRLS' DAY SCHOOL TRUST

Brief for the position of
Teacher of English (part time)

September 2024/ January 2025 start

Sydenham High School GDST





Dear Candidate,

Thank you for your interest in the position of English Teacher at Sydenham High School. This is an excellent opportunity for a well-qualified and enthusiastic classroom practitioner with proficiency in teaching English from KS3 to KS5, 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 students, and strongly motivated to make themselves an active part of our thriving community.

I very much look forward to meeting you,

Ms Antonia Geldeard
Head



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. Recent developments include: 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 510 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 values

We want every girl to feel happy, secure and confident so that she benefits fully from the first-class education offered. Our approach to pastoral care focuses upon strong and positive relationships between pupils and staff as well as an open partnership with parents. Sydenham High School prides itself on understanding girls and knowing the individual needs of every girl helps us to personalise her educational journey.

Our pupils are accepting of themselves and of others and tolerance and mutual respect are nurtured. Relationships and friendships are built on kindness and respect and girls here have the space to be themselves but also to be fearless in their pursuit of their dreams and ambitions, building invaluable connections along the way.

We combine academic and pastoral excellence to ensure girls are equipped to deal with both school life and the world beyond. The co-curricular offering brims with a wide variety of activities and opportunities, and with a strong emphasis on charitable giving, every girl can enjoy being part of a vibrant and inspirational community where she can express her passion for learning, and for everything she does in life.

The curriculum is not just what happens in the classroom. Every department organises trips and events that make connections between different subjects and bring areas of study alive. The school encourages girls to have high expectations of academic success, based on their individual potential. Sydenham High personalises girls' GCSE and A Level choices, so our girls can learn without limits.

“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 **Teacher of English (part time)**

Accountable to: Head of English

This is a rare and sought-after opportunity to join the highly-qualified, experienced and dynamic English Department at Sydenham High. Comprising a mixture of full-time and part-time members of staff, the Department passionately believes in the power of English literature to inspire and enable students to live vicariously through a wide range of literary experiences. 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 in the Department employ a variety of creative teaching methods in order to encourage every girl to find success and joy in their studies.

There are dedicated English classrooms in the school and an English Department Office. The pupils make good use of our well equipped Library. At GCSE, the girls take Edexcel GCSE English Language and English Literature but we have moved to iGCSE Edexcel for English Language from Year 10. At A Level our students study the Edexcel syllabus. Results can be found on our website. Teaching is supported by Clevertouch screens and pupils bring their own devices across the school. Students in all years have access to digital platforms to support their learning and we operate a highly successful Google Classroom with resources and regular work posted for all.

The Department run a range of clubs and societies including Literature Society, Creative Writing, Debating, Oxbridge extension and academic support clinics. Each year we enter clubs and competitions both as part of the GDST and nationally. Trips to the theatre and workshops further enrich our pupils in this popular subject.

Ideally the candidate will show considerable initiative and be prepared to innovate both in the classroom and in the field.

The preferred start date for this role is September 2024/ January 2025 and the role is part-time. A second subject would be beneficial, such as Drama. Please inform us of your second subject experience in your cover letter.



The Role **Teacher of English (part time)**

Teaching

Having regard to the curriculum for the school:

- 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;
- organising and participating in co-curricular activities.

Other activities

- Promoting the general progress and well-being of individual pupils and of any class or group of pupils assigned to her/him;
- providing guidance and advice to pupils on educational and social matters and on their further education and future careers, including information about sources of more expert advice on specific questions; making relevant records and reports;
- making records of and reports on the personal and social needs of pupils;
- communicating and consulting with the parents of pupils as directed by the Head;
- attending assemblies, registering the attendance of pupils and supervising pupils, whether these duties are to be performed before, during or after school sessions;
- communicating and co-operating with persons or bodies outside the school;
- participating in meetings arranged for any of the purposes described above;
- contributing, wherever appropriate, to the wider life of the school.

Assessment and reports

Providing or contributing to oral and written assessments, reports and references relating to individual pupils and groups of pupils.

Appraisal

Participating in arrangements made by the GDST for the appraisal of her/his performance and that of other teachers.

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 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.

Public examinations

Participating in arrangements for preparing pupils for public examinations and in assessing pupils for the purposes of such examinations; recording and reporting such assessments; and participating in arrangements for pupils' presentation for and supervision during such examinations in accordance with both internal and external regulations.

The Role **Teacher of English (part time)**

Management

- Contributing to the selection for appointment and professional development of other teachers and support staff, including the induction and assessment of new teachers and initial teacher training;
- coordinating and managing the work of other teachers;
- taking such part as may be required of her/him in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.

Administration

Participating in administrative and organisational tasks related to such duties as are described above, including the management or supervision of persons providing support for the teachers in the school and the ordering and allocation of equipment and materials.

General

Adhering to the policies of the school and the GDST, as published in the Staff handbook and Notes of Guidance for Schools as amended from time to time, in particular policies relating to the safeguarding of children.

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 co-curricular activities.
- Support and contribute to the school's responsibility for safeguarding students.
- 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 **Teacher of English (part time)**

Educational Attainment & Training	<p>Good honours degree in the subject</p> <p>Qualified teacher status/PGCE</p> <p>Post graduate qualifications desirable - Masters degree/ post graduate diplomas</p>
Knowledge Base	<p>Excellent professional knowledge and understanding</p> <p>Excellent subject knowledge</p> <p>Understanding of national and examination curricular requirements of the subject</p> <p>Up to date with professional developments in the subject and other aspects of education</p> <p>A sound awareness of the impact of ICT in education</p>
Experience	<p>Experience as a subject teacher</p> <p>Teaching experience in a selective Senior School</p> <p>Experience of organising or participating in co-curricular activities</p>
Skills Required	<p>Excellent written and oral communication skills: the ability to make points clearly and understand the views of others</p> <p>Teamwork: the ability to work collaboratively with others</p> <p>Self-management skills: the ability to plan time effectively and organise oneself well.</p>
Attitude/ approach	<p>Ability to enthuse children and adults – Passion for the subject</p> <p>Possess a positive attitude and approach to change and development</p> <p>Flexible and firm with the ability to know when to be either</p> <p>Enjoy rising to the challenges inherent in a school environment</p> <p>Lifelong learner</p>
Personal Qualities	<p>Good interpersonal skills</p> <p>Suitability to work with children in accordance with the GDST's Safeguarding Policy</p> <p>Willingness to make a contribution to co-curricular activities</p>

How to Apply **Teacher of English (part time)**

To apply, please go to

https://my.corehr.com/pls/gdstrecruit/erq_jobspec_version_4.jobspec?p_id=035187

to submit your application form and cover letter by 9am on Wednesday 1 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
- A discount of up to 50% on fees for children at GDST schools
- Financial guidance and support
- Retail and lifestyle discounts

We reserve the right to interview at any point during the recruitment process, so early applications are encouraged. Applications should be received by 9am on Wednesday 1 May 2024.

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.

