PINNER HIGH SCHOOL





HEAD OF PHYSICS

CANDIDATE INFORMATION PACK

2022/2023

Inspiring Learning

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Letter from the Headteacher

Dear Applicant

Thank you for your interest in Pinner High School. With our motto of 'Inspiring Learning, we aim to integrate every student into our supportive and disciplined environment to help them achieve their full potential through our rich, broad and balanced curriculum. Every student who enters the school is believed to be of equal worth and capable of positively contributing to our community.

Our school has seen continuous academic success and achieved high standards that we aim to uphold. Having been graded 'Outstanding' by Ofsted, the high quality of teaching and support provided through our community has consistently been reflected through exceptional exam results and school achievements. Most recently, 35% of all GCSE grades were grade 7 and above, against a national average of 26%. Furthermore, 82% were graded 4 and above against a national average of 73%. We are incredibly proud of every single student.
Not only do we provide exceptional standards of teaching for all students, but our learning also goes beyond the classroom. With an extensive range of extra-curricular opportunities and pastoral care, we aim to leave all students with experiences that shape them for the future.

Our staff are highly qualified, dedicated and committed to providing a safe and inclusive environment. Students will receive the very best of what education has to offer and will find our school to be an inspiring environment that sets them up for lifelong success.

As an employee of Pinner High School, you can expect a wealth of benefits and opportunities from access to training, career development secondments, and additional duties attracting financial benefits, pension, free gym access and subsidised meals, under pinned via a collaborative and supportive environment.

If you would like to join our school please complete our application form and send with a covering letter to careers@pinnerhighschool.org.

Further information can be found via our website www.pinnerhighschool.org.

We look forward to working with you

Mr Raj Patel

Headteacher

Head of Physics

Reports to:	Head of Department
Start date:	1st September 2023
Salary:	£32,407 (M1) - £48,055 (UP3)
TLR:	TLR 2b; £4, 796
Contract:	Permanent; Full Time
Closing date:	17 April 2023

We encourage you to read our website carefully and familiarise yourself with our prospectus, this candidate information pack and the application form for the post.

Pinner High School opened in September 2016 with 150 Year 7 students. We will admit 180 Year 7 students each year; so having 900 Year 7 – Year 11 students. Our onsite sixth form, for up to 250 students, is now fully open with a full complement of year groups commencing this year 2022/23. Alongside this, there are 12 additional places for students with Autistic Spectrum Disorder. Pinner High School is located on Beaulieu Drive, HA5 1NB.

Pinner High School is part of The Harrow Academies Trust, a multi-academy trust established by the seven secular high school academies within Harrow. Our high schools, together with Whitmore High School (which is a community school maintained by Harrow Council), have a strong track record of collaboration, including establishing Sixth Forms, the age-of-transfer that saw Year 7 join high school (instead of middle school), academy conversion in 2011, and establishing The Jubilee Academy (an alternative provision free school) in 2013.

The Harrow Academies Trust also includes Harrow View Primary School, which is a primary school that will be constructed as part of the major housing / regeneration project in Harrow on the site of the current Kodak site.

The following job description is not necessarily exhaustive; it will be reviewed as appropriate and may be subject to modification or amendment at any time after consultation with the post holder.

While this post is expected to be based predominantly at Pinner High School it may involve work with, and at all schools within, the Trust as the Trust develops.

The Harrow Academies Trust is fully committed to the principles of equal opportunity, diversity and inclusion. We want to attract and retain the very best staff in all areas of the trust, ensuring our staff body reflects the diversity of our students and local community

INTRODUCTION

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 pupils and the promotion of pupils' personal development and well-being. All colleagues play a key part in this provision by a commitment to the school's ethos, by working effectively in administrative teams for the benefit of our students. In this way, s/he assists the school in reaching its targets and objectives.

JOB DESCRIPTION

It is the role of the Head of Physics to secure high quality teaching and learning, effective use of resources, improving standards of achievement for all groups of students, and the promotion of students' personal development and well-being. The Head of Physics must provide leadership and direction for the department and ensure that it is managed and organised to meet school and team aims and objectives. The Head of Physics plays a key role in supporting, guiding and motivating teachers of the subject. The Head of Physics will evaluate the effectiveness of teaching and learning across the curriculum, progress towards targets for students and to inform future priorities. The policy and practice of monitoring within a department provides the information for evaluation and action. The Head of Physics identifies needs of students and recognises that these needs must be considered in relation to the overall needs of the school. It is also important that the Head of Physics has an understanding of how their interventions contribute to whole school improvement and to the overall education and achievement of all students.

Throughout their work the Head of Physics ensures that practices improve the quality of education provided, meet the needs and aspirations of all students and help to continue to raise standards of achievement in the school. This makes a significant contribution to whole school improvement.

CORE PURPOSE

To lead, manage, develop and be accountable for the delivery of the curriculum at Key Stages 3, 4 and 5 in order to ensure the highest possible standards of pupil achievement, personal development and well-being, and bring life to the school motto of 'Inspiring Learning'.

KEY RESPONSIBILITIES

The post holder will be responsible for department Subject Teachers and will contribute to whole school improvement responsible for the following, with reference to the national framework for middle leaders:

- The strategic direction and development of innovative and inclusive learning;
- Appropriate curriculum and pathways;
- Leading and managing staff;
- Student progress and standards of achievement;
- Contribution to whole school improvement;
- The efficient and effective deployment of staff and resources.
- To support the Head of Department and to deputise when and where appropriate.

The strategic direction and development of the subject:

- To ensure that the department team culture, policies and practices follow and contribute to those of the school;
- To contribute to a whole-school culture and climate which:
    - enable staff to develop and maintain positive attitudes towards the individual educational needs of all students;
    - to encourage students to make a positive contribution to school life and to have their voice heard.
- To set expectations and goals for colleagues and students in relation to standards of achievement and behaviour;

- To lead and organise assemblies to promote these aspirations;
- To contribute to whole school planning, review, monitoring and evaluation;
- To prepare a faculty improvement plan which contributes to the achievement of the School Improvement Plan and gains the commitment of all staff;
- To monitor, evaluate, review standards of leadership, teaching and learning, and student achievement against school, local, and national standards, including by lesson observation, sampling work, checking diaries/link books, collating, interpreting data and report annually on the above;
- To keep up to date with national developments in pastoral care, personal development, progress tracking, teaching practice and methodology.

Teaching and learning:

- To lead the team in the creation, consistent implementation, and improvement of course/schemes of work which meet school and national requirements and are accessible to and provide suitable challenges for all students including key skills;
- To lead the development and implementation of effective teaching and learning strategies including ICT based developments;
- To lead the development and implementation of effective departmental assessment policies in evaluating the quality of teaching, the standards of student achievement, setting goals for improvement and assist with the monitoring of homework set;
- To closely track and monitor the progress of all groups of students analyzing any summative outcomes and providing a summary report termly.
- To promote and support extra-curricular activities which enrich and support the learning and experience of all students, and increases their participation in school life.
- To be responsible for promoting and safeguarding the welfare of all students;
- To prioritise student wellbeing working collaboratively with all stakeholders;
- To be committed to and to promote the school's vision, aims, objectives and values.

Leading and Managing Staff

- To build a team in which good practice is shared, and meeting time is used effectively to raise achievement and support students' personal development and well-being;
- To support/challenge and professionally develop staff so that they are effective in their role(s) as teachers and form tutors. The above to include participating in and leading the school's programmes of staff training and development;
- To communicate effectively with staff so that they are properly informed of developments across the school and that their views are represented;
- To ensure that staff understand and effectively implement school policies;
- To contribute to whole school improvement by playing a key role in SIGs and delivery of whole school/team CPD.

Student progress and standards of achievement:

- To implement the school's policy and practice for the tracking of student progress;
- To monitor appropriately challenging targets set for students, and to manage intervention to maximise progress;
- To take the lead on sharing best practise, differentiating resources and having an overview of progress through outstanding tracking and monitoring;
- To promote, manage, and be responsible for high standards of student behaviour, attendance, punctuality and dress;

- To implement creatively the school's systems for rewarding good student performance and to ensure all staff use them effectively;
- To establish a positive partnership with parents/carers; to involve them in their child's learning and progress; to arrange consultations during afternoons and evenings.

The effective and efficient deployment of staff and resources:

- To manage efficiently the available resources of staff, space, finance, and equipment within the limits and guidelines laid down;
- To assist in the recruitment of staff;
- To advise on the effective deployment of staff and ensure that there are appropriate arrangements in their absence;
- To analyse the impact of interventions and be able to deploy staff and resources for greater impact.
- To provide a stimulating environment that promotes interest and learning.

Other specific duties:

- To undertake the above responsibilities in addition to those held by a standard scale teacher at the school;
- To undertake any other duty as specified by the STPCD not mentioned in the above.

- To carry out systematic observations and feedback.
- To lead the development of appropriate syllabuses, resources, schemes of work, marking policies, assessment and teaching strategies in the department, within the designated area.
- To assist in the implementation of School Policies and Procedures, for example Health and Safety, etc.
- To keep up to date with national developments in the subject area and teaching practice and methodology.
- To actively monitor and respond to curriculum development and initiatives at national, regional and local levels.
- To liaise with the Head of Department to maintain accreditation with the relevant examination and validating bodies.
- To liaise with partner schools, higher education, industry, Examination boards, Awarding bodies and other relevant external bodies.
- Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.
- Should be trained and experienced in implementing and overseeing radioactive sources.

REASONS TO WORK AT PINNER HIGH SCHOOL

- A friendly, respectful and collaborative environment.
- The opportunity to work with a number of skilled professionals.
- The opportunity to contribute to extra-curricular activities as part of the 'Heads Challenge' scheme; our own Duke of Edinburgh style award.
- The opportunity to work with independent, resilient pupils who take pride in their community and themselves.
- Excellent CPD opportunities and access to training, including schools within the Trust across the Borough.
- A collaborative approach to building a new school community
- Opportunities to access and experience senior leadership positions

BENEFITS

- Continuous professional development;
- Employee AssistanCE Programme;
- Contributory pension scheme;
- Paid lunch break duty with free lunch whilst on duty;
- Subsidised meals;
- Free tea and coffee;
- Onsite parking
- Gym access;
- Brand new facilities;
- Free eye care voucher;
- Salary sacrifice scheme for Cycle to work
- Pension contributions
- Three weeks Christmas break in December

SAFEGUARDING & DATA PROTECTION

All staff employed by the Trust are required to be fully aware of and understand the duties and responsibilities arising from the Children's Act and associated Government guidance in relation to child protection and safeguarding young people.

All staff employed by the Trust are required to reflect and model the ethos and values of the Trust. All staff employed by the Trust are required to respect the confidentiality of information relating to students, their families, and staff.

Pinner High School and Harrow Academies Trust are committed to safeguarding and promoting the welfare of students. Successful applicants will be required to undergo an enhanced Disclosure and Barring Service (DBS) check.

For more information about our safeguarding policies, please visit our school website:

http://www.pinnerhighschool.org/page/?title=Safeguarding&pid=44

NOTES

The job description is current at the date shown, but in consultation with you, may be changed by the Headteacher to meet changing regulations or circumstances. These would be commensurate with the grade and title of the post.

All postholders are expected to be aware of and comply with policies and procedures relating to health and safety and security, confidentiality and data protection, reporting all concerns to the Headteacher and/or Line Manager as appropriate; ensure compliance with your responsibilities as laid out in the Pinner High School Equal Opportunity Policy and take an active role in promoting equality and diversity; promote the school's policy on behaviour and punctuality for learning, and a commitment to providing a caring and stimulating environment and improving standards for all pupils within the school.

The postholder may be asked by the Board of Trustees, Local Governing Body or Headteacher to undertake other duties that are reasonably regarded as falling within the duties and responsibilities of the post

APPLICATION PROCESS

The job description is current at the date shown, but in consultation with you, may be changed by the Headteacher to meet changing regulations or circumstances. These would be commensurate with the grade and title of the post.

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The postholder may be asked by the Board of Trustees, Local Governing Body or Headteacher to undertake other duties that are reasonably regarded as falling within the duties and responsibilities of the post.

If Pinner High School sounds like it is right for you:

- Download the application from for the corresponding role from our website (https://www.pinnerhighschool.org/news/?pid=0&nid=5).
- Complete fully and email to careers@pinnerhighschool.org with your personal statement explaining why you want to work with us and why you are the best person for the role.
- CVs strictly not accepted.

If you have any questions or queries, please contact careers@pinnerhighschool.org or call 020 3096 0769

The school reserves the right to appoint at any stage of the recruitment process; early applications are encouraged.

PERSON SPECIFICATION

Education, Qualifications and Training	Essential	How Identified
Good honours degree in relevant subject	Yes	Application
Qualified Teacher status	Yes	Application
Experience	**Essential**	**How Identified**
Experience of curriculum innovation and development.	Yes	Application Interview
Experience and understanding of a range of approaches to teaching and learning and of sustained raising of achievement.	Yes	Application Interview
Experience of developing teaching and learning strategies to meet the needs of all students and their continuous improvement.	Yes	Application Interview
Experienced with concept of independent learning and personalised learning.	Yes	Interview
Experienced in the use of data to monitor and raise achievement.	Yes	Application Interview
A record of outstanding teaching across the age and ability range.	Yes	Application Interview
Knowledge, Skills and Abilities	**Essential**	**How Identified**
Demonstrates 'excellence' and uses initiative and creativity to innovate.	Yes	Interview
Demonstrates a clear understanding of school self-evaluation and how this can impact upon raising standards of achievement.	Yes	Reference Interview
Demonstrates outstanding leadership skills.	Yes	Application Interview
Evidence of high level team building and team management skills to lead, motivate and inspire staff and the full range of students.	Yes	Application Interview
Good judgement in decision making, knowing when to delegate and consult senior staff.	Yes	Application Interview
Ability to think and plan strategically to implement a vision.	Yes	Application Interview
Ability to make significant contribution to whole school initiatives and developments	Yes	Reference Interview

Ability to use comparative data to make judgements and decisions.	Yes	Application Interview
Competent in use of ICT to enhance learning, monitor progress and improve administration.	Yes	Application Interview
Personal Qualities	**Essential**	**How Identified**
Personal integrity and the ability to inspire it in others.	Yes	Reference Interview
Ability to communicate effectively orally and in writing with students and adults, using negotiation and consultation.	Yes	Reference Interview
Commitment to working practices designed to create equal opportunities for all.	Yes	Interview
Commitment to their own personal development and that of other staff within the department.	Yes	Reference Interview
The commitment necessary to meet tight deadlines.	Yes	Reference Interview