



PUTNEY
HIGH SCHOOL

GDST



Junior School Head of Computing and Teacher of
Mathematics



MESSAGE FROM THE HEAD

Thank you for your interest in Putney High School. This role is an opportunity to play a part in one of the UK's most successful schools. Based in Putney, we provide a forward thinking, modern and relevant education for over 1,000 girls aged 4-18.

As a school, we are an inclusive, innovative, intrepid and intellectual community and we encourage our students to think differently, to be outward looking and to stand up and use their voice. We are the largest of the GDST schools and our students achieve exceptional academic results. But we know that an education is more than that. Wellbeing is at the heart of our ethos.

Our facilities are superb, ranging from a large and bespoke Sixth Form Centre to the only girls' school boathouse at the start of the boathouse course, to a new Athena Centre for Science, Music, Drama and Debating.

With a focus on continued professional development, membership of leading membership organisations and a package of personal benefits provided by the GDST, this is an attractive opportunity for someone who is interested in joining an organisation which has been a leading voice in education for nearly 150 years.

I can vouch for the positive spirit of our school community and for the sense of fun that pervades our corridors.

Headteacher



THE JUNIOR SCHOOL

Our pupils have a sense of belonging and pride in being a Putney girl. We give girls the time and space to discover the joy of learning, enabling them to reveal their strengths, passions and the person they are becoming. We recognise and celebrate the individual, encouraging pride in what they can do, as well as ambition for what they can't do just yet.

We believe that childhood is a time to explore, be curious and open to new opportunities. Our pupils take a passionate interest in the world around them and are prepared to take risks in everything they do. In their classrooms and in their outdoor exploration. Putney girls are fearless in the face of the unknown. They listen, ask questions and take every opportunity to lead their own learning. We create self-starters, who know what to do when they don't know what to do.

Learning isn't easy but it should always be rewarding. Not in grades, but in growth. Girls are taught a growth mindset, where embracing challenges, developing grit and making mistakes and the process of learning is fulfilling in itself. How they learn is as important as what they learn.

OUR VALUES

At Putney High School we are:

INNOVATIVE - Forward-thinking in our approach to teaching and learning, ours is a culture that is modern, relevant and inspires the idea-makers of the future.

INCLUSIVE- We offer a holistic education that focusses on the individual and is outward looking - encouraging integrity, compassion, respect and social responsibility.

INTREPID- Interested and interesting, we are unafraid to stretch our wings and to blaze trails curious to explore and to challenge limits.

INQUISITIVE- Scholarly in our approach to learning, we are creative in our thinking and bold in our ambitions.



THE ROLE

JUNIOR SCHOOL HEAD OF COMPUTING AND TEACHER OF MATHEMATICS

This role may involve the leadership of a foundation subject area.

The Junior School is a warm, vibrant and down-to-earth community in which pupils are curious and collaborative, and develop a love of learning. It is proud of its exceptional academic results and strong pastoral care.

A spirit of inclusivity, kindness, intellectual agility and engagement is at the heart of the school's ethos. The Junior School team ensures pupils think critically and creatively and are stretched, challenged and supported inside the classroom and beyond.

As the Head of Computing and Part-Time Teacher of Mathematics at Putney High Junior School, you will play a crucial role in shaping the educational journey of our pupils. This dual role combines leadership responsibilities in computing with teaching mathematics to primary school pupils (primarily upper KS2).

Accountable to:
Head of Junior School

Hours:
Full time

Salary:
In accordance with the GDST national scale.
Depending on experience.

Starting:
September 2024



THE PERSON

The successful candidate will have the following key skills and attributes:

ESSENTIAL

- Well-qualified graduate with qualified teacher status
- Experience teaching across key stages and all curriculum areas
- Ability to use a range of teaching strategies in order to meet the needs of all students
- Excellent behaviour management skills and discipline both inside and outside the classroom
- Ability to communicate effectively, both verbally and in writing, with colleagues, school-based staff, governors, GDST and external bodies.
- Excellent interpersonal skills, able to work effectively and harmoniously with others (including pupils, colleagues and parents)
- Commitment to maintaining the caring and supportive ethos of the school.

DESIRABLE

- Qualified Teacher Status



JOB DESCRIPTION

RESPONSIBILITIES

Policy/Strategic Direction and Development

- Keep abreast of new technologies and ensure that the school is at the forefront of development in using ICT as a teaching, learning, communication and administrative tool.
- Ensure that the school uses ICT, and the latest technologies, effectively for teaching, learning and communication.
- Contribute to relevant sections of the school's development plan.

Teaching and Learning

- Teach Computing to Year 1-6 and liaise with the Head of EYFS regarding provision in Early Years.
- Plan and deliver exciting, innovative and engaging lessons.
- Use data and other information to inform strategic planning and identify challenging and realistic targets in computing for all pupils as appropriate.
- Ensure continuity and progression in the Computing Curriculum by supporting colleagues and choosing the appropriate sequence of teaching and learning activities; setting clear learning objectives.
- Ensure that relevant attainment/achievement targets are met.

Ensure that key computing skills are developed throughout the school.

Co-Curricular and Enrichment

- To take an active role in the Junior Co-Curricular provision and the school's Enrichment Programme
- To support external clubs providers who use the Innovation Hub for their sessions.
- E-safety and Digital Citizenship.
- Act as the Junior School's e-Safety champion ensuring staff, pupils and parents are fully informed and aware of how to keep themselves and others safe in the digital world.
- Present parent educational workshops in computing, e-Safety and other relevant workshops.
- Lead the Digital Leaders Programme across the Junior School.

Leadership & Management of Others

- To lead through example, providing a successful role model of good practice in the Computing Curriculum.
- Provide support for Pupils, parents, and staff for certain digital platforms within the school – Firefly, School Comms, MS Teams etc.
- Identify and disseminate effective ways of teaching using IT including the use of software and hardware so that teachers are upskilled not deskilled by working alongside a specialist teacher.
- Liaise with stakeholders across the school to ensure a smooth transition with Computing.



JOB DESCRIPTION

RESPONSIBILITIES

- Assess pupil progress through formative and summative assessments, providing timely feedback to pupils and parents.
- Ensure that the school's marking and feedback and all other relevant policies are followed correctly.
- 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.

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.
- 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.



WORKING FOR THE GDST

The school is part of the Girls Day School Trust, the UK's leading network of 25 independent girls' schools. As a member of the GDST, the largest network of its kind, Putney is able to share resources to offer students an education like no-other, and to connect staff within a supportive framework of like-minded educationalists.

As part of the GDST we can offer a variety of benefits:

- Competitive salaries compared with the state sector and other Independent schools
- Access to extensive professional development opportunities
- Training grants for qualifications
- GDST pension schemes
- A discount of up to 50% on fees for children at GDST schools
- Interest free loans for training, computer purchase loans and travel season ticket loans
- A Cycle to Work scheme
- An extensive employee assistance programme
- Competitive terms and conditions of employments



HOW TO APPLY

Within your application form, please complete a detailed personal statement (section 5) instead of a covering letter. For the possibility of leadership of foundation subject - please express interest in letter of application and be prepared to discuss at interview.

Please review the Job Description and ensure you highlight how your skills and experience meet these expectations.

Send all completed application forms to recruitment@put.gdst.net

NB. CVs are not accepted without a fully completed application form.

Closing Date: 8am on Wednesday 08 May 2024

Interviews: Thursday 16 May 2024

Any candidate wishing to seek additional information or needing to discuss any adjustments:

Email: recruitment@put.gdst.net

Tel: +44 (0)20 8788 4886

Candidates who are invited to interview will be required to bring original identification documents (e.g. passport) and if applicable proof of eligibility to work/reside in the UK as well as documents confirming educational and professional qualifications. A confirmation of your address within the last three months is also required.

Putney High School and the GDST 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 checks with past employers and the Disclosure and Barring Service.

At Putney High School, we embrace and celebrate difference. We are proud to be an equal opportunity employer and do not discriminate against any employee or applicant based on their age, disability, gender, marriage or civil partnership status, pregnancy and maternity, race, religion or belief, sex, and sexual orientation. To ensure this, all positions are subject to blind shortlisting.