



Teacher of Mathematics
Maternity Cover
January 2020

Vacancy Information

Wycombe Abbey
High Wycombe
Buckinghamshire
HP11 1PE

Tel: 01494 520381



WELCOME FROM THE HEADMISTRESS

Wycombe Abbey is an exceptional place; it operates as a modern full boarding school for 640 girls and we are committed to the development of each one. Built on the firm foundation of more than 120 years of educating young women, our vision is to provide a world-class education. We are excited about encouraging curiosity, bold ideas, innovation, leadership and delight in learning - inside and outside the classroom.

Superb academic outcomes are the hallmark of a Wycombe Abbey education and girls regularly secure places at the most prestigious universities globally. However, we understand the importance of looking beyond the narrow confines of excellent examination results to define success. Our rich co-curricular programme includes an array of activities and opportunities, ensuring that every girl develops her passions and explores new possibilities. These experiences, in turn, help to build the skills, discipline and character that will support her future life.

We were delighted with this year's A level results. The UVI girls achieved 31.0% at A* and 79.3 % A*-A grades. Most importantly the vast majority of the UVI are heading off to top ranking universities to study a fantastic range of courses. 4 girls have met their offers to read Medicine/Veterinary Medicine, 4 to read Law and 10 girls are to read Natural Sciences/Engineering/Mathematics. 17 girls are heading off to Oxford and Cambridge, and 6 girls will start at US universities this year including Duke, Georgetown, Carnegie Mellon, Pomona, UCLA and Brown. At GCSE, we achieved 86.8% at A* and 97.4% A*-A grades. There were some superb individual performances. The vast majority of last year's UV are continuing into our Sixth Form.

Ultimately, schools are about people and at the heart of Wycombe Abbey's success is our total commitment to pastoral care through boarding. The values of mutual respect, encouragement and trust underpin everything we do; in this happy and close-knit community everyone is known as an individual, friendships flourish and girls enjoy each other's company, all within the wonderful surroundings of 170 acres of magnificent parkland.

We offer superb modern facilities, including a leading-edge sports centre with a heated indoor 25-metre pool, a performing arts centre with its own theatre and recital hall, excellent teaching facilities and our Courtyard Café. We are constantly improving and developing our top-class estate; we are committed to refurbishing much of our boarding accommodation and we are constantly upgrading and renewing our teaching and learning areas.

Wycombe Abbey's outstanding reputation for excellence is built very much on the dedication and skills of our staff. Every member of staff at Wycombe Abbey contributes towards the School's thriving community and works to continually strengthen our ambition for excellence. We seek to recruit well-qualified and enthusiastic staff who demonstrate knowledge of, and passion for their area of expertise and contribute to the wider life of the School. In return, the School provides staff with a variety of opportunities to develop professionally in a supportive team and wonderful working environment.

Thank you for your interest in joining the team here at Wycombe Abbey. We hope that you will find the information in this pack useful and we look forward to hearing from you if you feel that this post may suit your skills and experience.



Mrs Jo Duncan

Headmistress

TEACHING AT WYCOMBE

The pupils at Wycombe are highly motivated with a strong work ethic. They are inquisitive, creative and eager to learn. Both pupils and teachers benefit from the small classes (typically no larger than 20 in Key Stages 3-4 and no larger than 12 in the Sixth Form), as well as well-resourced classrooms, libraries, laboratories and other facilities.

There is a wide range of ages and experience amongst the 115 teaching staff. Each year a number of newly qualified, and in some cases unqualified recent graduates, join the staff body. Wycombe offers statutory induction for Newly Qualified Teachers and also offers the initial teacher training (ITT) programme to those without a PGCE. There is proactive support for all new members of staff, who are guided through their first year at Wycombe by a variety of colleagues, with the line manager and an individually-appointed mentor taking the lead.

The School prides itself on the many opportunities for continuing professional development. We organise regular whole staff in-service training and have a generous budget for training outside School. In addition, academic departments commit to sharing good practice. There are opportunities to take part in peer observation, peer coaching, learning reviews and working parties.

A Wycombe teacher typically teaches 30 35-minute periods per week (Housemistresses teach considerably fewer). In addition, she/he is attached to a boarding house and is responsible for a tutor group of around 10 pupils from the house. Teachers give freely of their time outside timetabled lessons with many committing to co-curricular and boarding activities and helping individual pupils with their academic progress. Teachers are also expected to commit a number of hours per term to other (supervisory) duties, such as accompanying house outings.

Although there are timetabled lessons on Saturday mornings, this post does not include/require Saturday teaching. Teachers are expected to be in school by 8.15am on weekdays. The teaching day finishes at 5.15pm on Monday, Tuesday, Thursday and Friday and 4.15pm on Wednesday. Co-curricular and enrichment activities typically extend beyond these hours. There is a full programme of weekend activities on Saturday and Sunday.



THE MATHEMATICS DEPARTMENT

Mathematics is a strong department and is currently comprised of 14 members of teaching staff and in addition three teachers who take 1:1 tutorials. It has an excellent academic record at IGCSE, A Level and university entrance. The majority of lessons are taught in dedicated Mathematics classrooms, which are well-equipped.

Girls in the UIII to UIV (Years 7 to 9) have four 35-minute Mathematics periods per week, with five periods per week in the Fifth Form (Years 10 and 11). Girls are divisioned by ability at the end of their first term of UIII, although there is transfer between divisions at any appropriate time. In the Fifth Form pupils follow the Edexcel IGCSE specification (4400).

Mathematics is the most popular subject at A Level, where pupils follow the Edexcel course. The possible options are as follows:

- AS Mathematics over two years
- A Level Mathematics over two years
- A Level Mathematics over two years and AS Further Mathematics in the final year
- A Level Mathematics and Further Mathematics over two years.

The Mathematics Department aims to:

- Develop, maintain and stimulate pupils' curiosity, interest and enjoyment of Mathematics
- Develop pupils' familiarity with appropriate mathematical concepts, principles, methods and vocabulary
- Develop pupils' understanding of Mathematics in its widest context, and to see how it relates to them outside school and throughout their lives
- Encourage pupils to develop personal qualities such as perseverance, initiative, self-confidence and independence
- Enable all pupils to enjoy independent and group work and to experience success in their work.

The department provides many extra-curricular opportunities for pupils of all ages, from team and individual competitions to a wide range of events run by the pupil-led Maths Society. Events include Junior Maths Club, fun puzzle evenings, strategies for winning games and talks by external speakers.

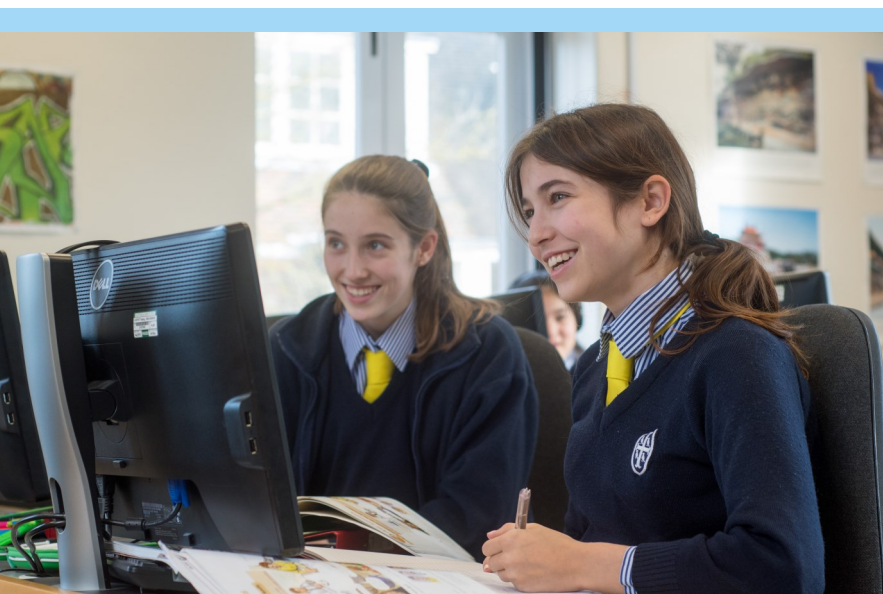


PERSON SPECIFICATION

Wycombe Abbey provides a modern and innovative education within a traditional boarding setting, and we therefore seek to employ teachers who will bring outstanding talent, intellect, enthusiasm and innovation to our classrooms.

The successful applicant is likely to possess:

- A good degree in Mathematics
- Excellent subject knowledge and the ability to teach Mathematics and Further Mathematics to A level
- A teaching qualification (e.g. PGCE) is desirable although we are happy to consider good graduates who are committed to teaching and boarding life
- The ability to stimulate and foster enthusiasm for Mathematics at a high level, whilst encouraging all pupils to achieve their very best
- An understanding of the importance of monitoring, assessing and reporting on pupil progress, encouraging pupils to take responsibility for their learning
- A willingness to contribute to the wider objectives of the department through sharing resources, contributing to schemes of work and organise and attending department events
- An interest in developing links with other subjects across the curriculum, especially the STEM subjects
- The highest level of communication skills for dealing with pupils, parents and staff
- The ability to build a positive and collaborative rapport with pupils and staff alike
- A willingness to be involved in the wider life of the School through commitment to the co-curricular programme and/or boarding
- An appreciation of the aims and ethos of Wycombe Abbey.





THE BENEFITS OF LIVING IN HIGH WYCOMBE

Wycombe Abbey is set in 170 acres of parkland. It is a beautiful countryside setting, within a five-minute walk of the town of High Wycombe where there are many cultural amenities such as the Swan Theatre, with touring West End productions, a multiplex cinema, a range of restaurants and shops including a John Lewis and a House of Fraser. A Waitrose has opened nearby, and there is easy access to the Chiltern Hills and attractive towns such as Marlow, Beaconsfield and Henley-on-Thames nearby. There are many National Trust properties within five miles such as Hughenden Manor, Disraeli's home for many years, West Wycombe Park and Cliveden.

There are outstanding Grammar Schools for girls and boys in High Wycombe itself and also in surrounding towns. London is within easy reach, with the fast train from High Wycombe to London Marylebone taking just 24 minutes. Oxford and Bicester Village are within 30 miles, with a new direct train link. Wembley Stadium and Heathrow are just 20 miles away and there are good transport links to the other London airports.

TERMS OF APPOINTMENT

A formal contract of employment will be drawn up on appointment. The following notes provide guidance, without prejudice, on the main provisions of the agreement.

CONTRACT

This is a maternity cover contract.

APPOINTMENT DATE

January 2020. Rental accommodation may be available.

SALARY

Wycombe Abbey has its own pay scale which compares favourably with other independent schools.

PENSION SCHEME

The school currently offers membership of the Teachers' Pension Scheme.

DEATH IN SERVICE COVER

Members of the Teachers' Pension Scheme have life cover at x 3 annual salary.

TRAINING & DEVELOPMENT

There is an extensive induction programme for new colleagues and ongoing professional development and training of all staff.

PROVISION OF MEALS

Meals and refreshments are provided free of charge during the working day.

SPORTS CENTRE

The facilities in the Davies Sports Centre (swimming pool, squash courts, fitness suite, etc.) are available for staff use.

FEE REMISSION

Fee remission is available for daughters attending the School, subject to the usual entry requirements and space being available.

PARKING

Free parking is provided.

EQUAL OPPORTUNITIES

It is the policy of Wycombe Abbey to ensure equality of opportunity for all members of staff, both teaching and non-teaching.

SAFEGUARDING

All staff share responsibility for promoting and safeguarding the welfare of the pupils and must adhere to, and comply with, the school's Child Protection Policy at all times.

PRE-EMPLOYMENT CHECKS

The appointment is subject to an Enhanced Disclosure and Barring check.

APPLICATIONS

The closing date for applications is 12 noon on 19 September.

Please submit a completed application form, which you will find on our website, as soon as possible, together with a covering letter addressed to the Headmistress, Mrs Jo Duncan, outlining the experience and personal qualities which you believe qualify you for this position. The application form and letter should be emailed to Mrs J Wetenhall, HR Manager:

wetenhallj@wycombeabbey.com



www.wycombeabbey.com