



Thank you for expressing an interest in Harris School. Since joining the school over a year ago, I have been continually impressed by the attitude of staff and students to make Harris into a great school. We are a long way along that journey, but know that we still have a way to go.

Harris is a Church School with a distinctive Christian Ethos that is at the heart of everything we do. We try to value everyone as unique individuals made in the image of God and often go the extra mile to support both troubled youngsters and our colleagues. There are excellent relationships between all members of the school community. In February 2008 we became a Cross of Nails Centre, recognising our efforts in promoting peace and reconciliation.

Worship is important to us and the structure of the school day reflects this. Assemblies are generally acts of worship and we have church services every half term. All our staff are expected to take part in, and be sympathetic to, the Christian life of the school, whatever their personal faith. Our curriculum and worship are enriched by close partnerships with churches in Rugby, as well as Coventry Cathedral.

The school benefits from a talented, committed and hardworking staff who form a cohesive and supportive team. Resources are good and almost all staff have their own classroom. Most staff contribute to the wide ranging extra curricular programme. This is by no means all sport – related! All staff have their own laptop. The school has an excellent induction programme for staff and have a good track record of preparing our staff for further promotion both internally and externally.

Students are taught in sets, except for Drama, Art, Music, Technology, PE and PSE, where they are taught in mixed ability groups as a more uniform class size is a greater priority. Students with special educational needs are almost exclusively supported in class rather than withdrawn.

We have a very effective pastoral system, with horizontal tutor groups each comprising about 26 students. The person appointed to this post would be expected to be a group tutor and also to contribute to the pastoral care of the students he/she teaches.

Harris' most recent Ofsted inspection took place in November 2007 followed by our denominational SIAS inspection in December 2007. The full reports can be found on our web-site: [www.harris-school.co.uk](http://www.harris-school.co.uk). We were particularly thrilled with our "outstanding" judgement from SIAS and a Section 10 report describing us as "poised to make accelerated progress".

The school is a no smoking site and it will be a condition of employment that any successful candidate undertakes not to smoke on the site. The successful candidate will have to provide original evidence of his/her qualifications and undertake the other normal medical and police checking.

Rugby is a pleasant market town, with easy access by the railway and motorway systems to all other parts of the country. Housing is relatively cheap and there are a number of pleasant villages within easy access of the town.

Despite our many successes we look forward to making improvements in all areas. Standards of achievement have continued to rise year on year and, for the first time, we expect to exceed national averages this year. As a result, we expect to achieve at least 'Good' in our next Ofsted Inspection.

If you are interested in the job and feel that you have the characteristics to help Harris on the next stage of its journey, we would like to hear from you. Please feel free to contact the school if you would like to visit us or hear more. We are always delighted to showcase the school to visitors.

Mr S Dobson  
Headteacher  
April 2010

# HARRIS SCHOOL

## Mathematics Department Overview



### Introduction

The Mathematics Department consists of a team of six teachers based in its own, recently refurbished block. All six Maths classrooms have a wall mounted We-Learn pc. This is accessed via the teacher toolkit pc or a remote keyboard and mouse projected onto the whiteboards or display screen. Subject specific software such as Geometer's Sketchpad and Autograph are used, as well as teaching applications and resources including Easiteach and mymaths website.

We also participate in a number of initiatives to improve results and student motivation including:

- UK Mathematics Challenges (Intermediate and Junior)
- Revision workshops for all GCSE students
- Mentoring for Y11 students, in association with the two grammar schools: Lawrence Sheriff School and Rugby High School for Girls.
- Gifted and Talented KS4 students attend Saturday morning workshops at The University of Warwick.

### Schemes of Work

At Key Stage 3, the department has purchased new text resources for each year group within the last three years, including individual homework practice books. We are gradually introducing a range of other resources both traditional and ICT or activity based (such as conversion dominoes etc.).

For KS4 we use with Edexcel. For the current GCSE we use the linear syllabus and starting in September we will be moving to the new modular syllabus.

### Results

Our results are improving and we plan interventions for borderline students. Students are set linearly (sets 1 to 6) according to their ability in Mathematics. We move students between sets during the year based on their progress and exam results. All students are entered for GCSE.

	2009	2008	2007	2006
KS4 A*-C	59%	42%	50%	37%
KS3 Level 5+	78%	84%	70%	69%

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**(An 11 – 16 A Church of England Sports College)**

**TEACHER OF Maths – Mainscale  
Required for September 2010**

Required for September 2010 to join a growing school with a distinctive Christian ethos. Maths is taught in ability sets throughout the 11-16 age range. Maths results are improving and we expect to exceed national averages this summer. The Department is well resourced with 6 teaching rooms and a network in a recently refurbished block.

We are seeking to appoint a well qualified graduate of Maths with high expectations of students and the ability to inspire them to succeed.

As part of our commitment to safeguarding and promoting the welfare of children, the successful applicant will be required to undertake a criminal record check via the CRB.

If you are interested in this post, application forms and further details can be obtained from the school's website or from Ms Claire Bult, Headteacher's PA, by telephoning 01788 818920. Please note that CVs will not be accepted and only candidates who complete the application form will be accepted.

Closing date for completed applications: Monday 7 June 2010  
Interviews: Thursday 10 June 2010

## Job Description

<b>Post Title:</b>	<b><i>TEACHER of mathematics</i></b>
<b>Post No:</b>	
<b>Purpose:</b>	<ul style="list-style-type: none"> <li>• To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.</li> <li>• To monitor and support the overall progress and development of students as a teacher/ Form Tutor</li> <li>• To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.</li> <li>• To contribute to raising standards of student attainment.</li> <li>• To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.</li> </ul>
<b>Reporting to:</b>	Director of learning for mathematics
<b>Responsible for:</b>	The provision of a full learning experience and support for students.
<b>Liaising with:</b>	Head/Deputies, teaching/support staff LEA representatives external agencies and parents.
<b>Working Time:</b>	195 days per year. Full-time
<b>Disclosure level</b>	Enhanced
<b>MAIN (CORE) DUTIES</b>	
<b>Operational/ Strategic Planning</b>	<ul style="list-style-type: none"> <li>• To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the Curriculum Area and Department.</li> <li>• To contribute to the Curriculum Area and department's development plan and its implementation.</li> <li>• To plan and prepare courses and lessons.</li> <li>• To contribute to the whole school's planning activities.</li> </ul>
<b>Curriculum Provision:</b>	To assist the Head of Department, the Deputy Head Teaching & Learning, to ensure that the curriculum area provides a range of teaching which complements the school's strategic objectives.
<b>Curriculum Development:</b>	To assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies and the school's Mission and Strategic Objectives.

<p><b><u>Staffing</u></b></p> <p><b>Staff Development:</b></p> <p><b>Recruitment/ Deployment of Staff</b></p>	<ul style="list-style-type: none"> <li>• To take part in the school's staff development programme by participating in arrangements for further training and professional development.</li> <li>• To continue personal development in the relevant areas including subject knowledge and teaching methods.</li> <li>• To engage actively in the Performance Management Review process.</li> <li>• To ensure the effective/efficient deployment of classroom support</li> <li>• To work as a member of a designated team and to contribute positively to effective working relations within the school.</li> </ul>
<p><b>Quality Assurance:</b></p>	<ul style="list-style-type: none"> <li>• To help to implement school quality procedures and to adhere to those.</li> <li>• To contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed school procedures, including evaluation against quality standards and performance criteria. To seek/implement modification and improvement where required.</li> <li>• To review from time to time methods of teaching and programmes of work.</li> <li>• To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.</li> </ul>
<p><b>Management Information:</b></p>	<ul style="list-style-type: none"> <li>• To maintain appropriate records and to provide relevant accurate and up-to-date information for MIS, registers, etc.</li> <li>• To complete the relevant documentation to assist in the tracking of students.</li> <li>• To track student progress and use information to inform teaching and learning.</li> </ul>
<p><b>Communications:</b></p>	<ul style="list-style-type: none"> <li>• To communicate effectively with the parents of students as appropriate.</li> <li>• Where appropriate, to communicate and co-operate with persons or bodies outside the school.</li> <li>• To follow agreed policies for communications in the school.</li> </ul>
<p><b>Marketing and Liaison:</b></p>	<ul style="list-style-type: none"> <li>• To take part in marketing and liaison activities such as Open Evenings Parents Evenings, Review days and liaison events with partner schools.</li> <li>• To contribute to the development of effective subject links with external agencies.</li> </ul>
<p><b>Management of Resources:</b></p>	<ul style="list-style-type: none"> <li>• To contribute to the process of the ordering and allocation of equipment and materials.</li> <li>• To assist the Head of Department to identify resource needs and to contribute to the efficient/effective use of physical resources.</li> <li>• To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the School, department and the students.</li> </ul>

<p><b>Pastoral System:</b></p>	<ul style="list-style-type: none"> <li>• To be a Form Tutor to an assigned group of students.</li> <li>• To promote the general progress and well-being of individual students and of the Form Tutor Group as a whole.</li> <li>• To liaise with a Pastoral Leader to ensure the implementation of the school's Pastoral System.</li> <li>• To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.</li> <li>• To facilitate and lead classroom worship</li> </ul>
	<ul style="list-style-type: none"> <li>• To evaluate and monitor the progress of students and keep up-to-date student records as may be required.</li> <li>• To contribute to the preparation of Action Plans and progress files and other reports.</li> <li>• To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.</li> <li>• To communicate as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff</li> <li>• To contribute to PSHCE and citizenship and enterprise according to school policy</li> <li>• To apply the Behaviour management systems so that effective learning can take place.</li> </ul>
<p><b>Teaching:</b></p>	<ul style="list-style-type: none"> <li>• To teach, students according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere.</li> <li>• To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.</li> <li>• To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.</li> <li>• To ensure that ICT, Literacy, Numeracy and school subject specialism(s) are reflected in the teaching/learning experience of students</li> <li>• To undertake a designated programme of teaching.</li> <li>• To ensure a high quality learning experience for students which meets internal and external quality standards.</li> <li>• To prepare and update subject materials.</li> <li>• To use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus.</li> <li>• To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.</li> <li>• To undertake assessment of students as requested by external examination bodies, departmental and school procedures.</li> <li>• To mark, grade and give written/verbal and diagnostic feedback as required.</li> </ul>
<p><b>Other Specific Duties:</b></p>	
<ul style="list-style-type: none"> <li>• To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.</li> <li>• To support the school in meeting its legal requirements for worship.</li> <li>• To promote actively the school's corporate policies.</li> <li>• To continue personal development as agreed.</li> <li>• To comply with the school's Health and safety policy and undertake risk assessments as appropriate.</li> </ul>	

- To undertake any other duty as specified by STPCB not mentioned in the above.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date shown, but following consultation with you, may be changed by Management to reflect or anticipate changes in the job which are commensurate with the salary and job title.

Date: May 2010

# HARRIS SCHOOL

## **PERSON SPECIFICATION**

**Post:           Teacher of Mathematics**

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<p>Qualified teacher status Able to teach Maths to GCSE</p>	<p>Graduate</p>
<b>Experience/background knowledge</b>	<p>Knowledge of National Curriculum – levels and assessment. Knowledge of statutory requirements in Mathematics and numeracy.</p> <p>Experience of leading an initiative/developing resources within their current school.</p> <p>Knowledge and experience of teaching KS3 &amp; GCSE Maths</p> <p>Some experience of teaching Mathematics in the secondary sector and acting as a form tutor.</p> <p>Using a range of teaching strategies including ICT to promote teaching and learning</p>	<p>Some experience of producing differentiated resources.</p> <p>Knowledge and experience of APP</p>
<b>Skills and Qualities</b>	<p>Excellent classroom management skills. Team worker and able to work independently.</p> <p>Willing to participate in extra curricular activities.</p> <p>Be able to build good relationships with students.</p> <p>Good organisation</p> <p>Good time-management</p> <p>Enthusiasm</p> <p>“Presence”</p> <p>High expectations</p> <p>To be an active part of the school worshipping community.</p> <p>To support the distinctive Christian ethos of the school.</p> <p>To identify with Sports College values.</p>	<p>Sense of Humour Energy</p> <p>Ideas to enliven extra curricular aspects of the department</p>