



Spring 2010

Dear Applicant,

Thank you for expressing an interest in the post of teacher of Maths at Sacred Heart High School. The information we are sending will, I hope, give you some idea of what Sacred Heart High School is like. However, if you would also like to visit the school before the closing date you are very welcome. Please phone to make an appointment.

The information contained in this pack includes the school's Mission Statement and Aims. The school's vision and spirit are summed up in this document, which also provides the basis for decision making, strategic planning and the monitoring and evaluation of all aspects of provision. It is most important that you feel able to be enthusiastic about supporting and implementing the Mission Statement. Although we do not enclose it, a copy of the school's Ofsted report (2009), in which we were described as 'outstanding', is available at www.ofsted.gov.uk/reports and from our website. More information about the school and a downloadable version of the application form can be found on the school's website (www.sacredhearthischool.org.uk)

Maths is a successful department, which achieves excellent examination results. In the most recent GCSE examinations, 93% of girls gained A*-C in Maths, with 54% of all Maths grades at A or A*. Currently, the school offers Statistics and AS Maths modules for talented Mathematicians. About 40% of all girls go on to take A level Maths or a Maths related course. We are keen to encourage girls' achievements in Maths and develop the Maths department further as part of our Specialist school status in Maths and Computing. As part of BSF, the school is expanding and expects to re-introduce its sixth form within the next 2 years. We want to ensure that Maths provision at A level is exciting, broad and successful.

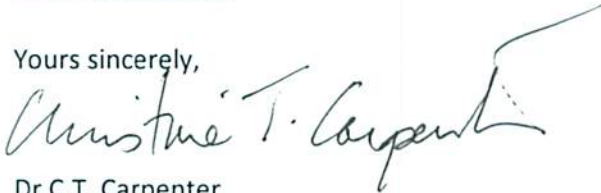
This is an excellent place to work either as an NQT or as someone who has some experience and who is hoping to develop yet further. We are a designated Training School and the development of all staff is a priority for us. We are committed to school improvement and we recognize the essential contribution of all staff in this work and in raising achievement. Teachers at Sacred Heart High School are both educators and continuing learners. By and large, anyone who has worked here has found that they are extremely well placed for promotion because of the experience and development they have gained here. Pupils and staff are exceptional people to work with at Sacred Heart High School. Behaviour, attitudes to learning and relationships are excellent and the environment is a very pleasant one.

Sacred Heart High School is situated in Hammersmith & Fulham, which has developed a Key Worker and Intermediate Housing Strategy. A number of teachers have already benefited from this scheme. More recently, the school purchased a house which has been refurbished to a high standard. This provides excellent rented accommodation for staff and is part of our own recruitment and retention scheme. Furthermore, the school is outside of the congestion charge zone, if you are rich enough to afford a car!

We look forward to reading your application and to meeting you in person at the interviews. **Please note: the closing date for applications is 2.30 pm on Friday 19th March.** Please make sure that applications are received by that date. If you are in any doubt, please fax applications to the school (020 8748 0392) and/or phone to ensure that they have been received. Alternatively, you can email applications (email: sfinneran@sacredh.lbhf.sch.uk). We expect to hold interviews immediately after the closing date and we would be grateful if you could provide us with an email address (or fax number if you do not have an email address) as well as a phone number so that we can contact you if you are to be short listed. Short listed candidates will be expected to teach a fifty minute lesson and we would like to send further information about this as soon as possible after short listing.

Sacred Heart is committed to and has robust procedures in place for safeguarding children and as part of safer recruitment.

Yours sincerely,

A handwritten signature in black ink that reads "Christine T. Carpenter". The signature is written in a cursive style with a large, sweeping initial 'C'.

Dr C.T. Carpenter
Head Teacher

MISSION STATEMENT AND AIMS

The Sacred Heart High School, Hammersmith is an 11-16 girls' Catholic comprehensive school. The school was founded in 1893 by the Society of the Sacred Heart and has always sought to promote the education of women and academic excellence. Today, we are a community of faith and of learning, based on the gospel of Jesus Christ, his values and teachings. We seek constantly to improve everything we do so that we can make a difference for the young women who will shape the society of the future.

Above all else, this community works together to bring one another to an awareness of the fullness and meaning of their life, rooted in the love of God.

We do this through:

- providing an excellent education;
- respecting the uniqueness, worth and development of each individual, both as a learner and as a person called by God in dignity and faith;
- offering a broad and balanced curriculum which meets the needs of each student;
- challenging and supporting each other to achieve our full potential and to develop gifts and talents for the service of others;
- recruiting excellent, committed and highly qualified staff who are valued and respected for their contribution and development as learners and educators;
- building upon our partnership with parents, the Society of the Sacred Heart, Governors, the Church and the local education authority;
- strengthening and extending links with the wider community and other learning institutions;
- creating a well ordered, stimulating, secure and encouraging learning environment;
- making effective use of all our resources on behalf of the young people who come here.

Aims

In everything we do, our aim is that each student will:

- develop a strong spiritual life;
- participate actively in the school's life of worship and liturgy;
- grow in dignity as a woman;
- be guided towards mental and physical well being;
- express concern for others in her attitudes and in the very highest standards of behaviour;

- learn to live and make decisions as an independent, self disciplined individual, who is able to co-operate with others;
- know about and respect the richness and variety of other races, cultures and religions so as to develop the ability to act with justice and take a stand against everything that undermines her own dignity and that of others;
- acquire a reverence for creation and a broad, critical vision of the world and environmental issues and be prepared to express concern in action;
- become increasingly skilful in the use of language and number;
- be a confident, flexible and critical user of Science and Technology, understanding their impact on society;
- develop cultural, artistic and creative achievements of her own and appreciate those of others;
- broaden her interests and skills so as to continue her development and education as a learner and live purposefully and with enjoyment in society;
- enjoy her years at the school and leave with a sense of her own giftedness and achievement, equipped to face the future.

Sacred Heart High School

JOB DESCRIPTION

Teacher of Mathematics

Salary: £26,000 - £43,692 pa. (pay award pending) inclusive of upper pay scale

Duties and Responsibilities

1. To support the school's ethos and aims as expressed in the school's Mission Statement and Aims.
2. To undertake professional duties as described in the current Teachers' Pay and Conditions Document.
3. To undertake special responsibilities as follows:
 - a. to teach all aspects of Maths across the ability and age range to GCSE level and A level;
 - b. to implement all aspects of the National Curriculum in Maths and to be involved in planning and the development of resources to deliver this;
 - c. to participate in the formulation, implementation and monitoring of all whole school and departmental policies and procedures, including Assessment and Record Keeping;
 - d. To support and participate in Specialist school developments and activities;
 - e. to maintain and develop the teaching environment of the assigned teaching base;
 - f. to implement Equal Opportunities policies;
 - g. to implement safeguarding procedures
 - h. to undertake other duties and responsibilities which are considered reasonable and appropriate.

SACRED HEART HIGH SCHOOL

Teacher of Maths

Salary: £26,000 - £43,692 pa. (pay award pending) inclusive of upper pay scale

PERSON SPECIFICATION

SELECTION CRITERIA

The applicant will demonstrate:

1. appropriate professional qualifications;
2. willingness to contribute actively to the Ethos and Aims of the school as expressed in the school's Mission Statement;
3. a keen knowledge of the specialist subject area;
4. the ability to teach all aspects of Maths across the ability and age range to GCSE and A level;
5. a knowledge of the National Curriculum in Maths, including ways of assessing and recording achievement;
6. the ability to work well with others as a member of a team in the planning and implementation of all aspects of the National Curriculum in Maths;
7. ability to use and promote a wide range of teaching and learning styles that support the student and the effective delivery of Maths;
8. a commitment to Equal Opportunities;
9. A commitment to safeguarding children
10. the ability to communicate effectively in speech and writing for a wide variety of purposes.

Desirable:

The ability to teach Statistics

In making an appointment, the Governors will rely on information from Application and C.V., interviews and references and will use the criteria listed above. In application, candidates are asked to address each of the criteria in turn, showing how they have the relevant qualifications, experience, skills and knowledge to meet these.