



WALTHAMSTOW HALL  
SEVENOAKS

## Job Description for Full-Time Teacher of Physics

*The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment*

**Commencing from September 2022**

### Summary of the role

A well-qualified, enthusiastic and inspirational teacher is sought for the role of Teacher of Physics at Walthamstow Hall. This is a full-time position.

The Physics Department is a well-organised and successful department, teaching pupils from Years 7 to 13, which aims to nurture their knowledge, skills and interests in all matters related to Physics.

At Key Stage 3 our Physics courses are designed to develop in the pupils both practical expertise and theoretical understanding, aiming also to instil a sense of “awe and wonder” and an attitude of curiosity and scientific enquiry. During Years 10 and 11 all pupils take an Edexcel International GCSE course, the majority choosing to follow the Separate Science course with a smaller number opting for the Double Award Science qualification. The value-added each year is at least the equivalent of one full grade, reflecting the priority given by the department and School in general to the progress and needs of every individual. Last year, 90% of Physics candidates achieved a grade 7-9. The number of students studying Physics in the Sixth Form has also increased over the last few years, with many subsequently choosing Engineering or Physics-related subjects at university. A Level students have successfully taken part in Physics Olympiad competitions and have enjoyed trips to CERN, the Diamond Synchrotron as well as lecture series at Imperial College.

### The Department

The department is well equipped with experimental apparatus. We have ready access to laptops for data logging or ICT work and to iPads for lessons requiring, for example, the Video Physics app for analysing motion. There are two dedicated Physics laboratories and a new general Science lab is also available. The department is fortunate to have a renovated

photographic dark room next to the laboratories, and teachers are able to prepare lessons in the Physics Office nearby.

At Key Stage 3 pupils have one two-period lesson a week and almost every lesson involves a practical element. Homework is set weekly, to be handed in 2 School days later, and it is returned at the start of the following lesson. All pupils have access to an online textbook via the School's VLE. Tests are held at the end of topics to monitor pupils' progress and to encourage them to learn as they go along, and School exams are set in June each year.

At IGCSE pupils have either 3 or 4 periods of lessons per week, depending on the course they have chosen, and homework is set and marked once a week. A course-specific textbook is loaned to each pupil, to help them to read around the topics being studied. Tests are held at the end of each topic and, in addition to the end-of-year examinations, a mock IGCSE examination is taken in January of Year 11.

Year 12 and 13 students have a total of 8 periods in the laboratory each week, shared by two teachers. They follow the AQA Physics A Level course, generally opting as a group to take the Astrophysics option in Year 13, and work towards the "practical endorsement". Any student desiring to apply for Oxbridge or to take the Olympiad is encouraged to attend extra sessions to prepare for this.

Weekly departmental meetings are held to ensure a unified approach to teaching and learning and to encourage the sharing of best practice. Many tasks are shared by members of department, as far as they are able, and CPD is encouraged so that all are able to teach effectively and to develop their own knowledge and interests.

The department runs 2 weekly STEM clubs for KS3 pupils, run in coordination with Sixth Form students. Topics are explored practically, building on Year 7's Science Club's syllabus.

## **General**

### **ALL STAFF – PERSON SPECIFICATION**

- To uphold and implement the School's stated mission and to safeguard its ethos, including the support of the wider life of the School.
- To expect and encourage the highest standards of work and behaviour from pupils at all times.
- To support and implement whole School policies and practices and evaluate their own teaching critically in order to improve personal effectiveness in the classroom.
- To ensure that each pupil is treated as an individual and enabled to fulfil their academic potential.
- To take responsibility for their own professional development and keep up to date with developments relating to subject matter and pedagogy.
- To set a good example to pupils through personal presentation and conduct.
- To establish effective working relationships with professional colleagues.
- Colleagues are expected to contribute to the excellent pastoral care provided.

## **SUBJECT TEACHER**

- To implement fully the department's schemes of work and to comply with policies and procedures in both the department's handbook and schemes of work on such matters as:
  - programmes of study and syllabus requirements
  - teaching strategies and differentiation
  - lesson preparation and marking
  - monitoring and assessment for pupils including the use of baseline data and projected grades
  - recording and reporting procedure
  - homework policy and discipline
- To keep accurate records of attendance, work covered and attainment as well as progress against prior attainment and to complete reports as scheduled.
- To attend staff meetings, department meetings, parents' consultation evenings and other functions and to share in representing the department at open mornings etc.
- To liaise with the Head of Department and the appropriate Form Tutor and Pastoral Head about individual pupils.
- To participate fully in appraisal/performance management in line with School policy.
- To respond positively to the Head of Department's recommendations for INSET and CPD.

## **Knowledge and understanding**

*In addition to the points above it is expected that all subject staff will demonstrate competence in the following areas specified by the DfE as those expected of teachers with Qualified Teacher Status (QTS)*

- Have a secure knowledge of their specialist subject, qualified as an Honours graduate.
- Have a detailed knowledge of the relevant aspects of the curriculum and examination specifications.
- Understand progression in their specialist subject, including before their specialist age range.
- Cope securely with subject related questions which pupils raise.

## **Planning and setting expectations**

- Identify clear teaching objectives, content, lesson structures and plan sequences of lessons appropriate to the subject matter and the pupils being taught.
- Set appropriate and demanding expectation for pupils' learning and motivation and set clear targets for pupils' learning based on prior attainment.
- Be aware of and plan for pupils who have special educational needs, including gifted and talented pupils, and plan and teach in such a way as to give positive and targeted support. Seek specialist help where relevant.

### **Managing pupils**

- Ensure effective teaching of whole classes, groups and individuals so that momentum and challenge are maintained and best use is made of teaching time.
- Set high expectations of pupils' behaviour, maintaining a good standard of discipline through positive and productive relationships and well-focused teaching.
- Use a range of teaching methods to keep pupils engaged including effective questioning, clear presentation and good use of departmental resources.

### **Assessment and evaluation**

- Assess pupil progress to establish what has been achieved and to inform future teaching.
- Mark and monitor pupils' class and homework regularly, providing constructive oral and written feedback which effectively supports learning.
- Prepare informative and constructive written reports for parents which identify specifically how each pupil can improve their personal performance.

### **Health and Safety**

- To adhere to codes of conduct for pupils and staff to ensure the safe use of laboratories and equipment.

### **General**

- Select and make good use of textbooks, ICT, display and other learning resources and encourage pupils to treat them responsibly.
- To support co-curricular activities, visits and clubs as required.

### **Comments from current staff:**

**NQT:** "I was completely struck by the extremely friendly, supportive and motivational atmosphere around the School during the interview process and just knew it was the right School for me."

**Head of Department:** "As soon as I joined Walthamstow Hall, eight years ago, I knew I had made the right choice. There is a quite exceptional sense of unity and mutual support amongst the staff. Everyone pulls together with common purpose, in an atmosphere of warmth and friendliness."

**Head of Department:** "I love the caring atmosphere where I feel that everyone is working as a team with the girls' success and welfare at the forefront of their minds.... There is a great sense of camaraderie."

### **Employee benefits include:**

- School fees remission for children of the post-holder attending the School. If not already at the School, any child would have to meet all of the normal entrance requirements.
- Membership of the relevant School's Defined Contribution Pension Scheme (details available from the Bursar's Office)
- Refreshments/meals during term time working hours
- Cycle to Work Scheme
- Use of the School's Fitness Room and Swimming Pool (at allocated times)
- Free onsite parking
- Wellbeing package
- Ongoing training and development

*Walthamstow Hall is 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*

### **Application Process**

**Applications will only be accepted on the School's Application Form. Candidates should:**

- Compose a covering letter (of no more than 2 sides of A4) to the Headmistress, Miss Stephanie Ferro, detailing how your skills, knowledge and experience match the School's requirements for the post of Teacher of Physics.
- Email your letter and application to: [jturner@whall.school](mailto:jturner@whall.school)

- Hard copies may be posted to:

Jackie Turner  
HR and Compliance Manager  
Walthamstow Hall  
Holly Bush Lane  
Sevenoaks  
Kent TN13 3UL

**The closing date for applications is 4pm on 10 February 2022.**

Your application will be acknowledged by email and earlier applications are welcome.

Interviews will take place on 24 February 2022. References will be taken up before interviews.

***The School reserves the right to withdraw the post, commence or complete the recruitment process at any time prior to the closing date.***

January 2022