





Candidate Information Pack



### Welcome

## from the High Master



Sally-Anne Huang High Master

Thank you for your interest in St Paul's School. Appointing the right staff is arguably the most important role of a school leader and the team here are committed to getting to know applicants well during the application process and giving them the opportunity to get to know us too.

I am incredibly proud of my colleagues here at St Paul's –

not only their expertise and professionalism but also their warmth and pupil-centred approach. I honestly believe that working at St Paul's provides a unique set of opportunities and is an exciting career move for anyone. Being High Master here is a huge privilege and

I hope that you will be as excited about the school and all we do here as I am.

### Welcome

### from St Paul's Juniors



I'm delighted that you are interested in working at St Paul's School, of which St Paul's Juniors is a part.

We enjoy a reputation for all-round academic, sporting, musical and creative excellence, and we make sure days at St Paul's Juniors are filled with fun and purpose.

The team at St Paul's Juniors is, quite simply, brilliant, and a joy to work with. The staff are innovative and engaging. We promote, nurture and develop the key character traits of kindness, respect, integrity, humility and resilience, and we look forward to welcoming new team members who share them.

Oliver Snowball Head, St Paul's Juniors

### Welcome to St Paul's School

## St Paul's is an independent school offering an outstanding, all-round education for gifted boys aged 7 to 18 years.

We admit highly able, committed and curious boys and care for them in an academic environment tailored to their specific needs, equipping them with the skills to contribute to wider society long after they have left St Paul's. Our entry points are at 7+, 8+, 11+, 13+ and 16+ and admission is following a successful examination process and interview.

Our founder John Colet opened the doors to St Paul's School in 1509 to educate boys "from all nacions and countres indifferently", regardless of race, creed or social background. We are committed to our founder's vision and offer financial support to every boy who is successful in gaining a place at the school on academic merit and fulfils the means-tested bursary criteria. Linked to Colet's vision, we have a wide-ranging partnership programme with schools in the maintained sector, and charity projects with which all staff are able to become involved, including within our extensive co-curricular programme.

The quality and breadth of a St Paul's education is dependent upon the quality of its staff so we recruit high quality people and look after them well. The atmosphere is relaxed, friendly, supportive and purposeful. Personal professional development for all staff is a high priority, and our pay and package is very generous by sector norms. St Paul's embraces diversity, inclusivity and equal opportunity. We are committed to building a team that represents a variety of backgrounds, personalities and skills.

This is a particularly exciting time to join the school as over the last few years we have refurbished the senior school site including a new astro-turf pitch, a stunning Drama Centre, featuring the Dorfman theatre, an RIBA award winning Science building and award winning General Teaching Buildings with a central Atrium, John Colet Hall and Chapel, contemporary dining, the Kayton Library and many light airy classrooms overlooking the Thames and playing fields.

These modern facilities and the unique positioning of St Paul's, coupled with the structure of the school day, enable the school to offer and unparalleled array of cocurricular activities for the pupils.

We hope that working at St Paul's might be right for you. We are a thriving organisation that draws upon a wide range of different skills, qualifications, roles and responsibilities, whether teaching or other support staff.

For teaching staff, academic excellence is essential and we also look at how individuals will enhance the broader cocurricular opportunities for pupils; this makes St Paul's a great and fun place to work. We are based in Barnes, South West London, surrounded by 45 acres of green playing fields. We offer free parking for staff and are conveniently located near Hammersmith for easy public transport links to central London.

We are dedicated to ensuring the safety and welfare of our pupils and all our employees and volunteers must embrace this approach. All successful applicants will be required to undergo full safeguarding checks, including an enhanced DBS check and safeguarding training.







### Meet our Staff



Tyler John
HEAD OF DIVERSITY, EQUALITY AND
INCLUSION

Tyler started his diversity and inclusion career as an Intern at King's College London, and since then, has worked in various roles across different industries. He joined St Paul's in 2022 as the Head of Diversity, Equality and Inclusion, where he is responsible for facilitating the School's journey toward becoming the most diverse and inclusive place it can be for both staff and students, prospective and current. As a queer, mixed-race, working-class person, Tyler appreciates the impact of lived experience and representation, and enjoys working with the pupils because of their open mindedness, and intellectual and emotional curiosity.



Nick Arnold
SENIOR DEPUTY AND DEPUTY HEAD
PASTORAL
ST PAUL'S JUNIORS

Nick started at St Paul's Juniors in September 2020 and leads the pastoral team, working closely with the Heads of Year and School Counsellor, as well as being the Designated Safeguarding Lead. He enjoys working with such intelligent, thoughtful and inquisitive pupils and his priority is to make sure that all the pupils at SPJ are happy, healthy and safe so they are able to enjoy fully the school and all of the excellent academic and co-curricular opportunities available.



Katie Douglass
DIRECTOR OF ENGINEERING
AND ICT

Katie joined St Paul's in 2010 as a Teacher of Product Design, having completed her teacher training qualification and an Open University degree while teaching at St Cecilia's, a secondary school in Wandsworth. In 2016, she was appointed to the role of Director of ICT and, the following year, to Director of Engineering, which was expanded to include Head of Engineering for St Paul's Juniors in 2020.



Kate Wallace
MARKETING AND COMMUNICATIONS
MANAGER

Kate studied Theology at university and afterwards spent a year at dental school before making a career change. She worked in communications at an independent school in Essex, then at a cosmetics company in central London, before joining St Paul's in 2019 as Marketing & Communications Assistant. She was later promoted to Officer before stepping in as maternity cover for the Manager post. Kate enjoys the varied nature of her role and the opportunity to interact with the different groups that form the school community: staff, parents, pupils and alumni.

### Meet our Staff



Iva Franjić
TEACHER OF MATHEMATICS
ST PAUL'S SCHOOL

Iva joined St Paul's in 2020 as a Teacher of Mathematics. She studied Mathematics at the University of Zagreb, Croatia, gaining a MMath, MPhil and PhD. At St Paul's, Iva teaches Maths and Further Maths and across all year groups. She enjoys having the privilege of teaching bright and ambitious students, as well as the company of her work colleagues who are also academics of the highest calibre.



Caroline Gill
UNDERMASTER – HEAD OF GILL HOUSE
ST PAUL'S SCHOOL

Caroline started her professional career in Sales and Marketing for AstraZeneca before re-training to be a teacher. She started her career in education at Paul's Juniors in 2006 and taught there for seven years. She then wanted to focus on teaching her degree subject of political sciences, so after a time at Dulwich College as a History and Politics teacher, she returned to St Paul's School as Head of Politics in 2015.



Tom Killick
DEPUTY HEAD CO-CURRICULAR
ST PAUL'S SCHOOL

Tom joined St Paul's School in 2012 after twelve years in the City as a trader. With both parents being University academics, teaching has always been present in his family, so Tom always knew he would want to change career. Tom's first impressions of St Paul's were of energy and enthusiastic activity, scholarly colleagues and pupils who always had something interesting to say.



Becky Ryan FACILITIES MANAGER

Becky came to St Paul's following seven years working within facilities in the property and investment banking sector. She wanted a change from working with a corporate environment and the challenge of working in a new sector. She joined St Paul's School in March 2019 as Operations Administrator and after 18 months was promoted to Facilities Manager.



Teacher of Physics / Trainee



## Teacher of Physics / Trainee

### Role Overview

#### **DEPARTMENT:**

**Physics** 

#### LINE MANAGER:

**Head of Physics** 

#### **COMMENCING:**

September 2024

#### **CLOSING DATE:**

9am, Wednesday 31st January 2024

#### **INTERVIEW DATE:**

Wednesday 7th February 2024

Please note that the school reserves the right to interview at any stage after applications are received, so early application is advised.



#### Role

The post could suit an experienced teacher, an NQT, a candidate coming from research or industry, or a recent graduate for whom full training will be provided. The successful applicant will be expected to teach Physics throughout the 13 to 18 age range (iGCSE and A-level) with a focus on stretching our brightest students. The successful applicant would also be expected to contribute to the wider extra-curricular and enrichment activities of the department.

The Head of Physics, Dr Ryan Buckingham, would be happy to talk to any interested applicant and answer any queries. He can be contacted by email in the first instance at <a href="mailto:rmb@stpaulsschool.org.uk">rmb@stpaulsschool.org.uk</a>. Please note, all shortlisted candidates will be required to teach an observed lesson at interview.

All staff have a responsibility and duty of care to safeguard and promote the welfare of pupils. Staff must be aware of the systems within the School which support safeguarding and must act in accordance with the School's Safeguarding & Child Protection policy and Code of Conduct. Staff will receive appropriate child protection training which is regularly updated.







## Teacher of Physics / Trainee

### The Physics Department

The department certainly is one of the strongest in the country with at full strength, nine full time physicists covering a wide range of research interests and backgrounds. We pride ourselves on our openness and support for each other's teaching, and our willingness to contribute ideas and make suggestions on the best way to approach any topic. We also have two full time technicians who help us to integrate the practical aspects of physics with the more theoretical.

In keeping with the school's values, the department promotes a scholarly approach to learning: We aim to train physicists who are able to understand the world around them and solve interesting and unfamiliar problems. As a by-product, students perform well in public examinations.

All boys entering the Senior School at 13+ take three separate sciences and are taught by subject specialists. In physics, boys follow a three year Edexcel iGCSE course.

Last year 33 of 76 (43%) of our candidates achieved an A\* at A-Level, with 63 out of 76 (83%) gaining A\*-A. The department has also had excellent success in the Physics Olympiad, regularly scoring Gold Top 100 in BPHO round 1 and student progressing to later stages of the competition.

Around 20 scientists and engineers in any one year are likely to be successful candidates for either Oxford, Cambridge or other leading universities, including in the US.

The department organises trips (recently to CERN), has a Physics Society, an Astronomy Society, and also a vibrant Engineering Society. Each society holds frequent talks and competitions, with success nationally in Aerospace Challenge competitions, and internationally in the Weizmann Safecracking competition and CanSat.

We are also proud to host the first full Scanning Electron Microscope in a school anywhere in the UK - a centre for boys to conduct real research leading to conference visits and a hugely successful series of Outreach events in Material Science.









## Teacher of Physics / Trainee

### Main Duties and Responsibilities

#### PROFESSIONAL DUTIES OF MEMBERS OF THE TEACHING STAFF AT ST PAUL'S SCHOOL

- To plan, prepare and deliver lessons that are stimulating and appropriate, inspiring children with enthusiasm for the subject and a love of learning.
- To teach the pupils assigned to you, according to their educational needs, and to set and mark work according to agreed guidelines and schemes of work.
- 3. To assess, record and report on the development, progress and attainment of pupils.
- 4. To promote the general progress and wellbeing of pupils and to provide guidance and advice, making records and liaising with colleagues and parents as appropriate.
- 5. To maintain good order and discipline among the pupils and to have due regard for their health and safety both on the school premises and when engaged in authorized school activities elsewhere.
- 6. To be an effective member of the department(s) in which you work, cooperating with the Head of Department and other colleagues in the development of programmes of study, schemes of work, teaching resources, and methods of teaching and assessment, as appropriate.

- 7. To attend department meetings, staff meetings, assemblies, house meetings and other school meetings as required.
- 8. To review from time to time your own teaching methods and use of resources.
- To participate in arrangements for the appraisal of your performance and that of other teachers.
- 10. To participate in arrangements for your further training and professional development as a teacher.
- 11. To communicate and consult with the parents of pupils and to attend parents' meetings.
- 12. To supervise and, so far as is practicable, to teach any pupils who are assigned to you by the teacher in charge of cover arrangements.
- 13. To show a commitment to and be actively involved with the extra-curricular life of SPS.
- 14. To undertake such other tasks as may reasonably be assigned by the High Master from time to time.









## Teacher of Physics / Trainee

### Personal Profile

- Strong academic background and subject knowledge.
- Ability to stretch our best and brightest students (BPHO and Oxbridge preparation).
- Passion for the subject taught and for teaching.
- Excellent classroom practitioner (or potential to be).
- Commitment to improve teaching and learning, and continued professional development.
- Good communication skills, orally and written.
- Ability to work well as part of a team, and to build trust and openness.
- Discretion, courtesy, honesty and integrity.
- Reliable, punctual, diligent and well-organised.
- Enthusiasm, and ability to motivate and inspire students.
- · Commitment to safeguarding and the welfare of students.
- Willingness to be involved in the wider life of the school.









## How to Apply

All staff have a responsibility and duty of care to safeguard and promote the welfare of pupils. Staff must be aware of the systems within the School which support safeguarding and must act in accordance with the School's Safeguarding & Child Protection policy and Code of Conduct. Staff will receive appropriate child protection training which is regularly updated.

The closing deadline for all applications is 9am, Wednesday 31st January 2024.

Interviews will take place on Wednesday 7th February 2024.

Please note that the school reserves the right to interview at any stage after applications are received, so early application is advised.

All candidates must read our <u>Safer Recruitment Policy</u> and <u>Safeguarding Policy</u> before applying for any position within the school. All applicants are required to submit two forms in order to be considered for any post at St Paul's School:

Application Form
Equal Opportunities Form

Completed forms should be sent by email to: <a href="mailto:recruitment@stpaulsschool.org.uk">recruitment@stpaulsschool.org.uk</a>
All submissions will be acknowledged by an automated email explaining next steps.

We require all candidates who are wishing to apply for any position at St Paul's Juniors or St Paul's School, whether this be a teaching or support post, to complete an application form. CV applications, or prospective applications, are not accepted.

The application form must be completed in full, including:

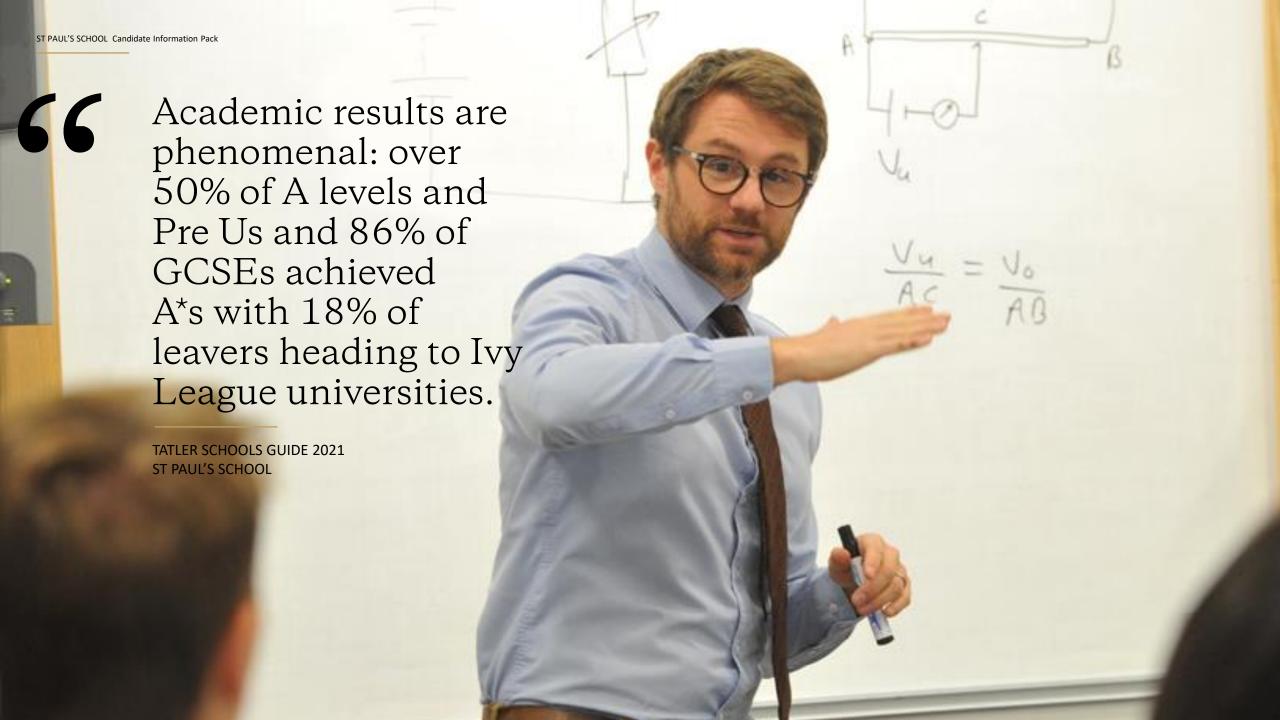
- o Full education and/or employment history from the age of 16, with any gaps explained.
- o Contact details for two referees, one of which must be from the candidate's most recent employer, and one of which must be from the most recent time the candidate worked with children (if applicable).
- For teaching posts pre-interview references are required. Please indicate on the form whether a referee may or may not be contacted prior to interview, and be prepared to offer an alternative contact if required.











## Working at St Paul's - Benefits

The relationship between staff and pupils is relaxed but purposeful and we have high expectations for both. In return, we offer excellent working conditions including superb facilities for both work and leisure. We believe that our working environment is friendly, supportive, fun and respectful. We offer a wide range of benefits to our much valued staff, including:

- Employee Bicycle Scheme In view of the School's desire to reduce traffic, it will supply employees with a bicycle suitable for commuting together with essential accessories, or reimburse the cost of purchase of a bike to the value of £500. Bike mechanics visit the site regularly to maintain the bicycles.
- Eye Tests Staff may be reimbursed for costs of eye-sight tests and contributions towards glasses for VDU work under the School Health Cash Plan.
- · Facilities Staff will have access to excellent facilities, including a warm and friendly staff room.
- **Food and Drink** Free daily hot lunches including vegetarian options, bistro dishes, soup and salad bar. Hot drinks and snacks are provided throughout the day.
- **Health Cash Plan** A type of health insurance where employees can claim cash back for everyday healthcare costs such as dental, optical, chiropody, physio, prescriptions, flu jabs and more.
- Holidays Support staff are entitled to 25 days of annual leave plus 8 UK Bank Holidays. After 5 years of
  employment, annual leave entitlement increases to 27 working days (or pro rata equivalent). This increases to 30
  working days (or equivalent) after 10 years of employment.
- Medical All staff have access to the School Doctor, Nurses, School Counsellors and Physiotherapist. The School
  also offers annual flu vaccinations via the School Health Cash Plan.





- MyWellness offering a wide range of benefits under the Health Cash Plan to support employee physical, mental
  and financial health needs including My Counselling (24/7 counselling and support helpline); My GP Anytime (24/7
  access to a GP); My Health Assessments and My Perks offering discounts on fashion, holidays, leisure, shopping and
  more.
- Parking Free parking on site.
- Pension Scheme The Teachers' Pension Scheme is provided for all teaching staff and a generous Stakeholder pension scheme is provided for all support staff. Both schemes provide death in service benefits.
- Private Health Insurance available after a qualifying period.
- Salary A generous salary package by sector norms.
- School Fees Reduction After one year's service, fee remission at St Paul's and St. Paul's Junior schools (subject to competitive entry procedures).
- Sports Facilities Staff may use sports facilities, including swimming pool, gym and staff changing rooms and showers at certain times.
- Training and Development Extensive professional development opportunities for all staff, which for teaching staff
  can include gaining a PGCE whilst working with us.

(Subject to terms and conditions)





## Map of the School







#### **Postal Address:**

St Paul's School, Lonsdale Road, London SW13 9JT

#### Website:

www.stpaulsschool.org.uk

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