



St Catherine's BRAMLEY

Patron: Her Royal Highness, The Duchess of Cornwall

Headmistress: Mrs AM Phillips MA Cantab

Charitable Objects of St Catherine's School

The Objects for which the Company is established are to promote and provide for the advancement of education by providing, conducting, governing, carrying on and maintaining in the United Kingdom, or elsewhere, a boarding or day school or schools for girls in which the teaching shall be in accordance with the principles of the Church of England.

Child Protection Statement - St Catherine's is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening, including checks with past employers and an enhanced DBS with barred list check.

The post-holder will be responsible for promoting and safeguarding the welfare of children and young persons for whom he/she is responsible, or with whom he/she comes into contact and must adhere to and ensure compliance with the School's Child Protection Policy at all times. If in the course of carrying out the duties of the post, the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the School he/she must report any concerns to one of the School's Designated Safeguarding Leads.

Job Description for Teacher of Physics Full Time

About St Catherine's School

St Catherine's was founded in 1885 and in 2015 celebrated 130 years of successful education for girls. The School is an Independent Church of England Day and Boarding School, in membership of the Girls' Schools' Association, with 900 pupils aged between 4 and 18. The Prep School has 265 pupils aged 4 to 11 and the Senior School 635 pupils aged 11 to 18, of whom some 170 are in the Sixth Form and 120 are boarders aged 11 to 18. The School is situated in a 25-acre site in the village of Bramley, three miles south of Guildford off the main Horsham Road (A281) and on the edge of the Surrey Hills.

St Catherine's is a selective academic girls' school which prides itself on its excellent A Level results and the university places which all its leavers secure, including good numbers at Oxbridge. However, this is not at the expense of our commitment to the broader ideal of an all-round education for all our pupils, which will prepare them for full and happy lives as well as successful careers.

The School was inspected for Compliance and Quality of Education in October 2016 by the Independent Schools Inspectorate and the report may be viewed [here](#). A compliance inspection in October 2019 found all the Independent Schools Standards Regulations and National Minimum Standards for Boarding fully met. Our Good Schools Guide Reviews can be found [here](#).

We seek to appoint from September 2020 an enthusiastic and energetic teacher of Physics to work with classes throughout the Senior School.

Personal and Professional Qualities Required

The successful candidate will join a well-established, happy and thriving department where high standards are expected of staff as well as pupils, but in a lively and supportive atmosphere. The emphasis is on enjoyment of the scientific world, presenting the study of Physics as enjoyable, relevant and worthwhile in

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the modern world.

We are therefore looking for a highly motivated individual with a love of Physics and very good interpersonal skills.

The Department

The School has 9 laboratories, 2 of which are well appointed Physics laboratories, adjacent to a dedicated Physics prep. room, and 3 of which are shared with the other Science disciplines, all staffed by a full-time, experienced technician. The Head of Physics is full-time and there are 3 other teachers of Physics, one of whom is a member of the Senior Management Team.

Physics courses at St Catherine's

Physics is taught as a separate subject from year 7 to Year 11. It consists of one double period per week from years 7 to 9 and then it is studied either as a Separate Science IGCSE subject (4 lessons per week) or in combination with Chemistry and Biology for the Double Award (DA) Certificate (3 lessons per week). There are currently three groups for Separate Science Physics in Years 10 and 11 and 2 groups studying DA. The Edexcel IGCSE syllabus is studied at GCSE and the OCR Physics A syllabus at A Level.

Outside the classroom the department runs a Sixth Form Physics club that meets once a week after school, and a Science club for Year 7 pupils, but there is an opportunity to extend this to other years.

Physics is a very popular subject at AS and A2 and there are regularly at least 3 groups in both the Lower and Upper Sixth.

Public Examination Results

Results are excellent with 83% of candidates receiving Grades A-B at AS in 2019. At A2, 88% of candidates received Grades A*-C with 21% A* and 64% Grades A*/B.

At IGCSE in Single Science Physics 100% gained Grades 9-4, with 75% 9/8 and 92% 9-7. IGCSE Dual Award Science candidates gained 100% Grades 99-55, with 58% 99-88.

Many girls gain places at some of the top universities, including Oxford and Cambridge, to read Physics or Physics-related subjects such as Engineering or Natural Sciences.

Practical Information about the Post

This is a full-time position and applications are welcomed from experienced teachers, NQTs, or good graduates who are interested in joining the profession via the School's Initial Teacher Training programme.

The precise teaching commitment will be sensibly devised to take into account the strengths and interests of the successful candidate. Opportunities for training and further professional development will be provided. The successful candidate would be expected to attend training courses both within school and outside, inevitably involving hours beyond their usual contractual week.

The successful candidate will be expected to:

- Be responsible for the regular setting and marking of written and oral work, both in class and for preparation.
- To keep up-to-date records of the attainment progress of all pupils taught, monitor these and take special action where necessary, also consulting/informing the Head of Department.

- Ensure that marking standards reflect the agreed departmental norms and the School Marking Policy.
- Take part in all departmental activities, as required by the Head of Department: departmental meetings, setting and marking of examinations, etc.
- Take a share of the departmental activities, which fall outside the school day, as required by the HoD, e.g. lectures, extra-curricular activities etc.
- Liaise with Physics technician regularly, ensuring that all equipment requests are submitted in a timely manner, in-line with departmental policy
- Become involved in the extra-curricular activities of the School as a whole, depending on the interests/particular talents of the candidate.
- Attend all required school functions, as directed by the Headmistress: staff meetings, parents' evenings, prep duty, etc.
- Know, and adhere to all school and departmental policies.

High standards are expected of staff as well as pupils, but in a lively and supportive atmosphere, where communications are excellent. Staff room facilities are good and the Department is well resourced.

iPad School

In 2014 St Catherine's became an iPad School, and all students from Year 5 upwards have their own iPads. Staff are not *required* to have an iPad or to use one in presenting teaching materials in the classroom, though all rooms are provided with Apple TVs as well as PCs and projectors or IWBs. However, staff *are* required to ensure that all resources needed for teaching are made available in an electronic format for downloading by girls and reading on the iPad. Strong general ICT skills are therefore a requirement, though high levels of technical ability in ICT are not. ICT training and support are readily available to all colleagues.

Extra-Curricular Activities

All members of staff are asked to make a contribution to some areas of the extra-curriculum and from time to time to assist with an occasional evening event to help support events like the school plays or major concerts. These can often be combined with watching the girls in action in another sphere from the classroom and seeing another side to them which can be very helpful. All part-time and full-time staff also contribute, pro rata, to supervising Day Girls prep. time in the Library after school from 4.30pm to 5.30pm or 5.30pm to 6.30pm respectively roughly twice per term.

Statutory NQT Induction, Staff Induction, Staff Review and Continuing Professional Development

The School offers statutory NQT induction, as provided by the Independent Schools' Council, and a strong and well-established system of mentoring and support for NQTs. We have a well-established Initial Teacher Training Programme and consider applications from good graduates seeking school-based teacher training. All new staff are given electronic access to a Staff Handbook and School Policies well ahead of their joining the School and are given full induction training at the start of their first term. Subsequent twilight sessions also offer training in other specific areas, e.g. report writing.

The School is committed to the continuing professional development of its staff and there is an annual review procedure, conducted by a line manager. INSET opportunities are provided for the whole staff three times a year, and for individual staff, often arising out of discussions during the annual review.

St Catherine's School is committed to the proper Safeguarding of its students. All staff are required to undertake Child Protection Training as part of their induction and every three years thereafter.

Pastoral Roles

Posts within the pastoral house system of the School may also be available for the interested applicant for full-time posts. These are remunerated separately but are broadly the equivalent of form tutor responsibilities and applicants should state an interest in this additional responsibility in their application if

it appeals. If such a post is not available initially, other opportunities will arise from time to time and will be advertised in the Staff Room.

Remuneration

Salary will be based on the St Catherine's Salary Scale and will be commensurate with the qualifications and experience of the candidate.

The School contributes towards the Teachers' Pensions Scheme.

All teaching colleagues are offered medical insurance cover which is a taxable expense.

Accommodation

Accommodation on site may be available in return for boarding duties. Opportunities can be explored at interview.

Other Benefits

Lunch is provided daily and all staff enjoy access to the School's leisure facilities for a small one-off joining fee: pool, tennis courts, squash court, fitness suite - when these are not in use by the girls or other visiting courses. Other meals will be provided if staff are required to work during the evenings. Other meals such as breakfast and supper may be taken regularly for a very modest charge, payable in advance.

A fees concession of 50% is offered for the education of daughters of full-time members of staff at St Catherine's if a place is available and the girl passes the entrance examination. For part-time staff any fee concession is calculated on a pro rata basis.

Full time teaching staff in the Senior School currently have an allocated free half day each week, usually an afternoon, or some other equivalent block of non-contact time, *if this can be timetabled*. However, this is a non-contractual privilege and it is expected that the member of staff would remain in school during this time if there were a special school event requiring his/her attendance, or if he/she needed to catch up on work after some days' sickness leave, for example, or an INSET day out of School.

Applications

The application form should be returned to the HR Administrator, Mrs Netty Creswell, by 12 noon on Friday 6 March 2020 and should take the form of:

- a letter of application relating to the specific job description for the post,
- the completed Application Form provided with these details/found on the School website at www.stcatherines.info/welcome/job-opportunities
- a curriculum vitae if you wish to submit one to complement the above documents

Candidates will have their applications acknowledged and if you do not hear from us after a few days, please contact the HR Administrator by email on netty.creswell@stcatherines.info.

Applications will be assessed in order of receipt and interviews may occur at any stage after applications are received. Please apply as soon as possible.

Thank you for your interest in St Catherine's School.

Alice Phillips
Headmistress
January 2020