





# Welcome

I am delighted that you have expressed an interest in joining Royal Russell School as our Head of Mathematics.

A leading co-educational independent school in South London, Royal Russell is different by design. We are a family school and we value those things which make each of us distinctively brilliant. Our school motto is '**non sibi sed omnibus**' which translates as 'not for oneself, but for all', and from this, we make a commitment to help every member of our learning community strive for their vision of success.

Our beautiful, green campus offers exciting learning opportunities and first-class facilities for both pupils and staff to develop and flourish. Staff are dedicated to providing a total education and this is reflected in the outstanding academic outcomes of our pupils.

Openness and inclusiveness are integral to the Royal Russell experience and we encourage applications from all communities, so that our staff body reflects our ambitious, open, distinctive and courageous Royal Russell pupil body.

If you are interested in joining a forward looking and successful school, I look forward to receiving your application.



Chris Hutchinson  
Headmaster





# Our School

Royal Russell is an HMC/IAPS co-educational school with over 1200 pupils between the ages of 3 and 18, situated on a beautiful green campus of 110 acres in South London, with a Junior School, Senior School and 200 pupil boarding community.

We are proud of our day and boarding facilities that rank amongst the best in the UK. Our Prep School, St David's School, is a new addition to the Trust, and provides excellent academic and pastoral care to pupils in Purley.

Our pupils, parents and staff experience a warm and friendly environment with strong pastoral care for every pupil alongside a comprehensive co-curricular and enrichment programme. Our latest ISI Inspection was carried out in September 2022, and we are delighted to report that Royal Russell achieved the top grade of 'excellent' in every aspect.



# Head of Mathematics

You will be a well-qualified and inspiring teacher with outstanding subject knowledge and a successful track record of teaching Mathematics. The ability to teach across the secondary age and ability range up-to A Level Further Maths standard is required and an ability to teach to Oxbridge entry standard is strongly desired. You will also be an experienced leader, who is able to develop a clear vision and inspire a large team to deliver excellent experiences and outcomes for our pupils.

You will join an experienced team, who have an excellent track record of supporting pupils to achieve outstanding results. At GCSE, nearly 50% of our GCSE pupils achieved an 8 or 9 in Mathematics in the summer and, on average, the department added over a grade from pupils' baseline predictions. A cohort of pupils is entered for early entry GCSE Foundation Tier in November. We also have about thirty pupils in Year 11 additionally studying for the Further Mathematics Level 2 Certificate, with a strong track record in results.

Mathematics is our most popular subject at Sixth Form with around 120 pupils studying A Level Maths including 25 Further Maths pupils. This Summer 64% of pupils achieved a grade A\*-B in A-level Maths. We have a strong track record for Sixth Form pupils progressing to read Mathematics or related subjects at some of the world's best universities.

The Mathematics department consists of 12 members of staff, including a 2i/c and Key Stage Co-ordinator. There is a strong culture of collaboration and support with colleagues working closely to develop one another's subject knowledge and pedagogy. Pupils are taught in small ability sets in a dedicated suite of rooms. The exam board for both IGCSE and A Level (Maths and Further Maths) is Edexcel.

This role requires candidates who are committed to developing learning excellence across the department and expanding opportunities for co-curricular activities both within the department and beyond. The department has a tradition of offering a range of support clinics as well as running House Maths competitions, including a Pi Day challenge and an annual inter-schools Maths Olympiad competition for Year 5 pupils from fifteen local junior schools. The school participates in national maths competitions, always achieving a good crop of certificates.

Recent external trips have included attending an A Level Maths Conference and a Year 9 trip to Legoland, where pupils were given talks on robotics and maths. Next Autumn, a joint Maths and Computing trip to New York is planned. Pupils intending to apply for Oxbridge are provided with small group and individual support with test and interview preparation.

We are a friendly, warm and nurturing school and we are committed to doing the very best for our students, setting them high expectations in a supportive environment while fostering independent learning and practical skills. You will become a central part of our diverse, enthusiastic and energetic family. The strength of community at Royal Russell is paramount to the success of every individual and we strongly believe that we learn and achieve together. A willingness to contribute to the extra-curricular programme and support the pastoral life of our School is essential.





# Key Responsibilities

## Learning and Curriculum

- To develop, implement and maintain the programmes of study and schemes of work for the department
- To select appropriate syllabi, texts, teaching materials and pedagogy for the department
- To lead a key-stage (either Key Stage 4 or Key Stage 5)
- To lead by example, delivering excellent teaching and learning experiences and outcomes for our pupils in line with the school's Vision for Learning Excellence
- To support the team of teachers in the department to deliver excellent teaching and learning experiences and outcomes for our pupils
- To track and monitor the progress and attainment of all pupils, providing analysis of data for internal assessments and public examinations
- To ensure the progress and attainment of all pupils within the department so that they meet and exceed their learning goals
- To communicate with pupils, parents, guardians and colleagues to support pupil progress
- To lead and co-deliver the programme of co-curricular opportunities and support clinics within the department
- To provide opportunities that complement the Elite University and High Achievers' Programmes
- To lead behaviour for learning within the department, supporting colleagues and pupils to ensure consistently high expectations
- To plan and lead educational visits and learning opportunities beyond the classroom, including with other departments and the Junior School
- To develop strategies for securing excellent pupil recruitment into the department in the Sixth Form





# Leadership

- To lead and develop the department in line with the School's priorities as set out in the School Development Plan, ensuring a clear vision is communicated and shared with departmental colleagues.
- To model passion and expert subject knowledge
- To communicate effectively with staff
- To hold regular meetings, formal and informal, to discuss departmental matters and to ensure that the department works collaboratively
- To lead the professional development of departmental colleagues, providing opportunities to develop their skills, knowledge and understanding and engaging fully with the School's Learning Together Curriculum
- To actively support the recruitment of high quality, new staff into the department and provide support for new staff throughout their induction and probationary period, ensuring that they become successful members of the school
- To support colleagues with the Professional Develop Review (PDR) process, setting ambitious targets and providing opportunities and support for colleagues to develop as practitioners

## Administration

- To run the department efficiently within the allocated resources
- To collaborate with the Deputy Head - Learning, Timetabler and Data Manager to build the department timetable
- To oversee the appropriate set up of Parents' Evenings in the department
- To plan and implement the departmental budget on an annual cycle in order to support the learning of pupils
- To ensure that pupil reports are produced to a high standard in accordance with the Assessment and Reporting Schedule
- To ensure the completion and record-keeping of relevant processes for examination entry, including NEA where applicable
- To maintain the department's digital resources e.g. SharePoint
- To promote the subject across the school, including providing content for newsletters and curriculum booklets
- To liaise with any relevant outside agencies







## General responsibilities

- To attend and contribute to Heads of Department meetings
- To be available on public exam results days
- To participate in school events such as the Sixth Form Open Evening and Year 9 Options Evening
- To participate in Royal Russell Day, Entrance Exam days, the School Open Day and one Saturday detention Supervision (half days) each year
- To be a House Tutor, responsible for overseeing the academic, pastoral and co-curricular development of pupils within a designated Tutor Group, including registering and other House responsibilities as directed by the Housemaster/Housemistress
- To carry out regular school duties, as detailed in the published duty rota
- To be available to take extra lessons to cover for absent colleagues
- To ensure the safety and well-being of children and young people at the School by adhering to and complying with the School's Safeguarding and Child Protection Policy at all times, and other relevant policies such as Health and Safety
- To perform other duties as agreed with the Headmaster





## Our Offer

Royal Russell offers excellent benefits including a competitive salary on our own salary scale. As part of the vibrant community of the historic Royal Russell School you will join a friendly and dedicated team with easy access to transport links (Coombe Lane tram stop, served by the New Addington tram, is opposite the school entrance). In addition, we offer:

- Pension scheme and life insurance
- Meals in the dining hall during term-time
- Social events throughout the year, including a Christmas party for all staff
- Cycle to work scheme (salary sacrifice)
- Octopus electric car scheme (salary sacrifice)
- Free on-site parking
- Use of our on-site sports facilities, including tennis courts, swimming pool and gym
- A discount of up to 50% on school fees (85% discount for wrap around care before and after school during term-time) and a 25% discount with Royal Russell Holiday Club which operates during school holiday periods.

## Further information

Full details of our staff benefits and recruitment procedures can be found on our school recruitment page at: [www.royalrussell.co.uk/discover/vacancies](http://www.royalrussell.co.uk/discover/vacancies)

You can also contact us by email at [hr@royalrussell.co.uk](mailto:hr@royalrussell.co.uk) or telephone HR on 020 8657 4433.

Applications (forms can be found on our website) will be considered on receipt and should arrive no later than **noon on Monday 13 January 2025**. **Initial selection interviews will be held in w/c 20 January 2025**. We welcome early applications and will review these on receipt.

If you have not heard from us by Friday 17 January 2025 you should presume that you have not been successful on this occasion.

*The school is committed to safeguarding and promoting the welfare of children. All appointments are subject to a satisfactory enhanced Disclosure and Barring Service check (including a check against the Children's Barred List) and other pre-employment screening including references and medical fitness.*

