



GIGGLESWICK
SCHOOL

HEAD OF CHEMISTRY

Closing date: Friday 31 January 2025

From the Headmaster



Dear Candidate,

I am delighted that you are interested in career opportunities at our School and hope that the following information will assist you in your decision of whether to apply for this role.

Giggleswick is a grounded, friendly and inclusive school, where the learning does not stop at the classroom door. We believe strongly in the benefits of a broad curriculum and enrichment through the co-curriculum, which includes over 80 clubs, clinics and societies happening every week, available to our pupils who come from varied backgrounds and different countries.

At Giggleswick we equip young people with the skills and confidence they need to embrace the world beyond school and lead happy, fulfilling lives. Our approach to education combines excellent academic achievement, ambition and strong self-belief, creating well-rounded individuals with a lifelong desire to learn.

We aim to provide an ambitious education for our pupils, so we employ passionate and energetic teachers who inspire our young people with a love for their subject. Our non-teaching staff occupy a range of valued positions, ensuring our School continues to function and perform outstandingly well. We also went through a very successful ISI Inspection in 2023, in which we were rated 'Excellent'.

Both staff and pupils feel privileged to work in this beautiful location, within an idyllic natural countryside setting in the Yorkshire Dales, giving life at Giggleswick a real sense of adventure, discovery and well-being. Outdoor pursuits abound and creative minds flourish in our stunning natural environment. Despite our rural location, we are in easy reach of the cities of Leeds and Manchester, both by road and rail.

I am looking for members of staff who excel in everything they do. They must be hard-working, with a strong sense of moral purpose, and ready to embrace employment within our busy and successful boarding and day school.

I believe Giggleswick School is a fabulous community to work and indeed to live within. Staff and their families can take advantage of our beautiful grounds and facilities, including the well-equipped modern gym and swimming pool. Staff also benefit from free lunches in the Dining Hall during term time.

I hope that this gives you a taste of what Giggleswick School is, however, I would be more than pleased to speak to you if you wish to discuss this opportunity further.

Sam Hart
Headmaster





The Role

The Department

The Science Department at Giggleswick has a proven track record of examination success and value added. The Chemistry Department is particularly proud of its record of achieving Chemistry and Medical places at top-ranking Russell Group Universities.

Chemistry has one of the highest uptakes at A-level and recent leavers have gone on to study a wide variety of courses, both nationally and internationally. Our students achieve highly in the annual RSC Chemistry Olympiad and our teams have regularly won their regional heat of the RSC School's Analyst competition. The Chemistry Department undertakes a rich extra-curricular programme including external visits (e.g. Lancaster University), alongside weekly STEM Society meetings and workshops on developing practical skills.

"Giggleswick has always had a great deal to offer with its extremely broad curriculum, dedicated staff and superb facilities all in a magnificent setting. This is definitely a school to watch."

GOOD SCHOOLS GUIDE
2023

The Role

Main Duties and Responsibilities

Head of Department Responsibilities

The Head of Department's key responsibility is to ensure the smooth day-to-day running of the subject and is responsible to the Head of STEM. The Head of Department will contribute to the academic enrichment within the Sciences as directed by the Head of STEM and should be a clear advocate for their subject and its development both in the Sciences and the wider school.

Curriculum

- Select the most appropriate examination specifications
- Draw up, co-ordinate and monitor Schemes of Work, including setting of preps or independent study and regular testing

Administration

- Maintain set lists, communicate set changes
- Organise and co-ordinate assessments for public examinations, including moderation
- Organise and monitor the setting and marking of internal examinations, external examinations and scholarship examinations
- Ensure students are entered for appropriate examinations and advise on entry tiers
- Direct any non-teaching staff within the subject
- Issue and oversee returns of books and other specific materials required by students
- Ensure that classes are covered, and work is set when staff are unexpectedly absent
- Ensure that departmental rooms provide a stimulating and attractive learning environment that projects a positive image
- Order and maintain any equipment, textbooks and materials
- Ensure that the subject handbook is kept up to date
- Have input into the Governors' Report and Subject Development Plan

Staff

- Observe staff within the subject as part of the Quality Assurance process
- Assist with work trawls as directed by the Head of STEM and Director of Studies
- Provide the relevant information for the Performance Review of staff within the subject for the Assistant Head (Staff)

Enrichment

- Assist in the provision of subject enrichment programmes, such as clubs, visiting speakers and off-campus visits to Higher Education institutions

The Role

General Responsibilities

Teaching Duties

- You would be expected to teach a maximum of 18 academic lessons per week
- All members of staff are expected to attend, as required, regular staff meetings, INSET, and parents' conferences that are held to discuss pupil progress
- The school day begins with a regular pattern of Assemblies, Chapel and Tutor/Form periods which teachers attend. Teachers are also expected to support students at major school functions such as drama productions, the Spring Concert or Sports Day
- Teachers make a significant contribution to the coaching of games or sport; the Friday afternoon academic enrichment programme; the Outdoor Pursuits programme; and the Combined Cadet Force. This can include coaching, supervising, leading or training pupils on 3 or 4 afternoons each week, depending on academic teaching commitments

Pastoral duties

- The School has a strong personal tutorial system and teachers provide additional pastoral care and academic advice and support for up to 8 tutees
- All full time members of staff do an evening duty in a boarding house
- Teachers are expected to support all aspects of the boarding life of the school. This includes making a contribution to the weekend activity programme for boarders on Saturday evenings or Sundays; supervising events or activities; attending Sunday Chapel services; by organising and leading trips; or sharing a pastime

Other duties

- Teachers are assigned to a duty team which supervises school duties such as meals and weekend duties (e.g., detention) approximately every five weeks
- Once a year, teachers take part in an Exeat duty team to provide cover for the boarders who remain at School. This involves one duty of approximately 4 to 5 hours
- All teaching staff are expected to follow the Staff Code of Conduct and to follow the guidance laid out in the staff handbook

Health & Safety

- You have a legal duty to take reasonable care of your own health and safety and that of others and you are expected to be familiar with, and adhere to Giggleswick School's Health and Safety Policy

Child protection

- Giggleswick School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. You will be expected to support this approach in the context of your role and to adhere to and ensure compliance with the school's Safeguarding policies and procedures at all times. If in the course of carrying out your duties you become aware of any actual or potential risks to the safety or welfare of children in the school, you must report any concerns to the school's Designated Safeguarding Lead or to the Headmaster

School values

- Ensure your work, communication and approach conforms to the brand values and style of the School. Keep up to date, and comply with the Giggleswick School's Rules, Policies and Procedures at all times, as detailed in the School handbook

Person Specification

	Essential	Desirable
Education & Qualifications	Degree in Chemistry	
Values/Personal Qualities	<ul style="list-style-type: none"> • Commitment to and flexible with the demands of the role • Demonstrates fairness and consistency in all dealings with pupils • Energy and enthusiasm • Able to demonstrate the positive values, attitudes and behaviour we expect from our pupils • Reliability and integrity • Willingness to contribute to the co-curricular life of the school • A commitment to personal professional development and taking responsibility for it • A positive motivation to work with children and young people • Emotional resilience 	
Experience and Knowledge	<ul style="list-style-type: none"> • Proven track record of successful A level and GCSE teaching results • Experience of working with children and young people • A secure knowledge of your subject 	
Skills	<ul style="list-style-type: none"> • Good interpersonal skills, with the ability to develop positive relationships with young people • Have strong organisational and IT skills • Able to engage pupils in learning through active teaching strategies • Able to communicate effectively orally and in writing • Able to demonstrate effective planning and teaching skills • Able to present confidently to a large group of students 	
Safeguarding	<ul style="list-style-type: none"> • Evidence of a commitment to promoting the health, welfare and safeguarding of children 	

The Role

Terms of Appointment

We offer a competitive and desirable package that includes:

- An attractive salary, dependent upon the skills and experience of the candidate
- Eligibility to join the APTIS pension scheme (Aviva Pension Trust for Independent Schools)
- Assistance with accommodation may be available
- High quality working environment
- Where relevant, a generous fee remission to Senior & Giggleswick Prep School aged children of the successful candidate (excludes Pre-school)
- Lunches provided free of charge during term time
- Free access to on-site facilities, including gym, sports courts and swimming pool

Hours of work:

Permanent full time contact



"A holistic school with the pupil firmly placed at the centre of everything it does, Giggleswick gets its results through an adherence to strong values. The 'throw yourself in' attitude helps children find their passions and grow in confidence, with exemplary pastoral care making that journey safe and supported."

The School

Overview

Giggleswick School is a leading independent co-educational day and boarding school in the north of England for children aged 2 to 18, rated 'Excellent' by ISI in 2023. It is exceptionally good at discovering and nurturing individuals' strengths; it is a friendly, supportive community with excellent pastoral care; it provides a breadth of educational opportunities, subjects, and co-curricular activities; and pupils achieve strong academic performance. All of this is delivered by dedicated, high quality teachers and support staff.

What makes Giggleswick distinctive is participation. The school community delights in seeing growth through the experience of trying something new and being surprised at what one can do.

Giggleswick's emphasis on wide participation has two other benefits: students not only do the things they excel at, but also learn how to seek and offer support within and between year groups. Participation is also true of the staff in School – they are widely involved in the interests and activities of the pupils, collaborating with them for mutual benefit and enjoyment. The School believes that both factors create the warm respect that exists between pupils up and down the School, and between all staff and pupils.



History

Giggleswick's fascinating five centuries of history started in 1512 when Henry VIII was on the throne. Since his son Edward VI granted the school a royal charter in 1553 it has enjoyed four campus rebuilds, close links with prestigious academia and the Church, and alumni have contributed to all walks of life. Giggleswick's half-millennium of tradition and evolution has earned it a well respected place at the heart and head of its community and the educational landscape of the country.

Over the years, Giggleswick expanded its age range, opened to girls and the curriculum broadened. The landmark School Chapel was built to commemorate Queen Victoria's diamond jubilee and enviable facilities were added, including one of the first heated indoor swimming pools in the country.

The School

Location and Facilities

Giggleswick is perfectly located on the edge of the Yorkshire Dales National Park, home to some of Yorkshire's most iconic scenery and attractions. Manchester, Leeds and York are all just an hour away, with the popular towns of Ilkley, Skipton, Kirkby Lonsdale, Clitheroe and Kendal all within the school's day and flexi boarding catchment area.

With spectacular limestone valleys, picture postcard villages and historic castles, it is a place that stirs the emotions and stimulates the senses. The School's idyllic setting gives life at Giggleswick a real sense of adventure and discovery, where children have the space and freedom to grow as individuals and develop a lifelong love of learning.

The campus and facilities provide an impressive modern learning environment with the Pre-school, Prep and Senior School sharing the 215 acre site. The Richard Whiteley Theatre hosts a full programme of live productions, music and dance, as well as being used for drama lessons and CASE (Creative, Active, Service and Enrichment) activities. Other on-site facilities include the Chapel, The Glover Art Studio, an observatory, a swimming pool and a mountain bike trail. There is also a state-of-the-art multi-activity sports hall and fitness centre, tennis and squash courts, astro-turf for hockey, cricket, rugby and football pitches and a golf course.



Ethos and Values

There is a real sense of community throughout the campus with a happy, relaxed and purposeful atmosphere where pupils are polite and welcoming. The School promotes a real 'can do' philosophy through encouragement and support for pupils to have a go at a range of activities – and the pupils thrive on it. Day pupils are also fully integrated into the life and ethos of the school.

"Pupils attribute the calm atmosphere here to being immersed in the rugged Yorkshire Dales, but it could also be something to do with the small class sizes. This is an unpretentious, roll-up-your-sleeves type of place."

How to apply

For further information and an application pack, please visit our website www.giggleswick.org.uk or contact:
Mrs Joann Cole, Head of HR on 01729 893016, or by email hr@giggleswick.org.uk.

If you would like to apply for this post, please complete and send the following information to

hr@giggleswick.org.uk

- A completed application form (no CVs please)
- A covering letter addressed to the Headmaster, Mr Sam Hart, of not more than two pages summarising your ability related to the information outlined in the role

Closing date:
Friday 31 January 2025

Interview date:
Wednesday 5 February 2025

Start date: 1 September 2025

Responsible to: Head of STEM

We reserve the right to close this vacancy early if we receive a high volume of suitable applications.

Equal Opportunities Employer

Giggleswick School is committed to eliminating discrimination and encouraging diversity amongst our workforce. We aim to provide quality and fairness for all job applicants and employees and not to discriminate, or to receive less favourable treatment, on grounds of age, disability, race, gender reassignment, marriage and civil partnership, pregnancy and maternity, religion or belief, sex or sexual orientation, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Employment decisions will be made on the basis of each applicant's job qualifications, skills, experience, and abilities. Applicants or employees with questions or concerns relating to discrimination for any of the reasons listed above should contact hr@giggleswick.org.uk

Child Protection and Safeguarding Policy

Giggleswick School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment by complying with the School's Child Protection Policy and Staff Code of Conduct at all times.

If in the course of carrying out your duties you become aware of any actual or potential risks to the safety or welfare of children in the school, you must report any concerns to the school's designated safeguarding lead, or to the Headmaster.

Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and The Disclosure and Barring Service.

All school policies can be found on our website, www.giggleswick.org.uk



How to find us

Giggleswick School is perfectly located between the Yorkshire Dales National Park and the Lake District, with the cities of Leeds, Manchester and York just over an hour away.



SCHOOL

Giggleswick School
Settle, North Yorkshire
BD24 0DE

tel: +44 (0) 1729 893 000

email: hr@giggleswick.org.uk

www.giggleswick.org.uk

Giggleswick is a registered charity no 1109826