

# TORMEAD

G U I L D F O R D



## Candidate Brief Head of Chemistry

SEPTEMBER 2021





**Tormead** is a 4 to 18 GSA girls' day school on an attractive site in Guildford. Building developments over the past ten years have transformed the School. The gracious original features of the building have been retained within the stunning new developments. Academic standards are consistently high, and the School has more girls applying than it has places for at 11+. A number arrive in Reception and stay through to Sixth Form; others arrive from a large range of state and independent schools at 11+.

Having participated in a dynamic careers programme, Sixth Formers progress to a wide range of courses at established universities, as well as take up prestigious apprenticeships. The School achieved 'excellent' in both parts of its last ISI inspection. Our commitment to IT innovation has led us to achieve the status of becoming an Apple Distinguished School.

Tormead values individuality, celebrates a diversity of achievement and encourages girls to follow their own dreams. Girls come to understand the importance of service and community amidst mutual support. Academic and extra-curricular pursuits offer challenge and breadth for everyone.

Underpinning this is a wholehearted commitment to the wellbeing of the girls. Highly responsive in the face of the constant, shifting challenges for young people, pastoral care at the School ensures the girls leave ready to achieve sustainable success in higher education and beyond.

## Tormead Values:

- We treat everyone with respect and dignity
- We deliver academic excellence
- We enrich through a broad and varied curriculum
- We celebrate effort and achievement
- We bring out the best in our girls
- We prepare our girls for life beyond school

## Leadership:

The Head leads the whole school with the support of a leadership team in the Senior School and one in the Junior School. The Executive Group consists of the Head, Director of External Relations, Head of Junior School and Bursar. The Senior Leadership Group includes seven Assistant Heads (Teaching, Learning and Mentoring; Curriculum; Adventure & Service; Wellbeing; Academic Performance; Data, Systems and Logistics; Careers), in addition to the Executive Group. The Junior School Senior Leadership Team consists of the Head of Junior School, the Head of KS1 and a Director of Studies.

## School Structure:

The general pattern in the Junior School is one form in Reception to Year 2 and two forms in Years 3 to 6. In the Senior School, there are approximately 90 girls in each year, divided into four teaching and five pastoral groups, with teaching groups varying in size, as the girls start to make subject choices. In Year 7, about 40 girls arrive from the Junior School and about 50 come from a wide variety of state and independent schools.

A young girl in a school uniform is holding a tablet computer. The image is partially obscured by a large, semi-transparent blue shape on the left side of the page.

## Curriculum:

The School offers an academic curriculum to meet the needs of its selective intake. The School has embedded the High Performance Learning programme over the last 18 months into every aspect of school life across all age groups. The two-week timetable includes several Independent Study periods for all girls in the Senior and most in the Junior Schools, and individual investigation and inquiry is promoted throughout the whole age range.

The Junior School encourages child-initiated and outdoor learning opportunities, introducing more formal teaching as the girls get older, with specialist teachers delivering specific subjects. An 1:1 iPad scheme operates for girls from Year 5 to Upper Sixth.

In the Senior School, most girls take 10 GCSEs and there is a wide range of well-respected A Level subjects on offer, with large numbers taking maths and science subjects. Sixth Formers can take EPQ or an internal validation of a research project. The Beacon Programme offers a structured co-curricular programme of enrichment activities that runs challenges for girls around specific termly themes. Academic Scholars have a further programme of enrichment based on individual research. The educational ethos is about exciting and inspiring individual curiosity in every girl, and the School aims to blend an innovative, creative use of modern technology with the highest standards of teaching.

## Pastoral:

Tormead has a well-deserved reputation for excellent pastoral care. Relationships between staff and girls and between girls of different ages are warm and strong. The atmosphere is one of respectful informality, where thoughtful behaviour is based on the School values, rather than lengthy rules and punishments. The House system strengthens cross-age group relationships and involves a number of much-anticipated annual events such as the House Fashion and Dance competition.

There are many avenues of pastoral support for the girls with Form Tutors and Heads of Year, overseen by the Assistant Head: Wellbeing, as well as pupil mentors, trained health care and pupil support staff and a school counsellor.





## Extra-Curricular:

An exciting and varied extra-curricular programme operates for everyone, from Cheerleading Club to Feminist Society. There is a strong range of individual and team sports. The girls achieve considerable success regionally and at national level. Tormead is probably the top school in the country for gymnastics.

The standard of performance music is high, with a number of orchestral and choral groups for all levels in both the Junior and the Senior Schools. Drama performances are much anticipated by both those involved and their audiences.

An important part of the girls' school experience is a regular offer of trips, both within the UK and overseas. Links with schools abroad, including one in a Kenyan refugee camp and a partnership with two Nepalese schools, are building a global perspective on citizenship for the girls. Sixth Formers can volunteer service locally, once a fortnight, in school time.





## The Site:

The School has made excellent use of a compact urban site. Older buildings blend with stunning new-builds on the Senior School site that provide the girls with innovative spaces to learn, reflect, collaborate and relax. A performing arts building provides an additional space for drama lessons, performances and rehearsals, as well as music lessons, rehearsals and practice rooms. The Junior School occupies a site across the road from the Senior School and KS1 facilities have had significant recent investment, including creating a delightful outdoor play space.

There is some scope for further site development at both the Junior and Senior Schools. The School makes use of sports fields and sports facilities off-site as well as its own sports hall, gymnasium and outdoor courts.

## Partnerships:

Tormead offers local outreach provision in six local state schools.

This includes sessions in music and art, masterclasses in English, IT and maths and Sixth Form assistance in sport, art, English and dance.

Beyond the UK, girls raise funds for schools in Nepal and there have been a number of cultural exchanges. The School contributes to the UN Sustainable Development Goals around global girls' education. There is also a link with a refugee camp in north west Kenya, where a Tormead member of staff has visited to deliver teacher training.

The choir and orchestra perform regularly at local concerts and services, and members of the local community are invited to the School for concerts, plays and exhibitions.

# Job Description

## Chemistry at Tormead:

Teaching and Learning within the Chemistry Department is lively and stimulating and members of the department strive continually to improve the opportunities for girls at all levels. Staff in all three sciences have a commitment to incorporate practical science whenever possible. We are delighted to have 8 laboratories devoted to science, all of which are well-equipped with traditional and datalogging apparatus and have interactive whiteboards.

The Head of Chemistry takes ownership of the vision for the department, and for science as a whole, in consultation with the Heads of Physics and Biology. S/he manages the smooth and safe running of the department, identifying opportunities to enhance curriculum provision, ensuring that the best teaching practice, remote or in-person, leads to the best outcomes for each girl.



## Responsibilities for the post include:

- ➔ Articulate a clear vision for the future of Chemistry at Tormead and develop the strategy to realise this vision. To this end, to present a yearly department development plan which is implemented and reviewed throughout the year.
- ➔ Lead the Chemistry team of teachers and technicians, providing clear directions and frequent opportunities for sharing good practice.
- ➔ Analyse internal and external results for presentation, and to inform refinements to teaching programmes or staff development.
- ➔ Support the professional and personal development of members of the department.
- ➔ Develop the culture of openness in the school, including peer observations and learning walks within the department.
- ➔ Co-ordinate and evaluate support for pupils applying for chemistry-based courses at university.
- ➔ Promote and develop science education and awareness, identifying extra-curricular and super-curricular opportunities for girls.





- ➔ Manage the department's financial budget and the purchase of teaching and lab resources.
- ➔ Report to the senior leadership as required, including the submission of departmental data.
- ➔ Take an active part in the Heads of Department group and liaise with colleagues in developing academic strategy and initiatives.
- ➔ Ensure the quality of teaching and learning within the department remains excellent at all Key Stages.
- ➔ To teach and prepare students for IGCSE and A Level Chemistry, acting as a role model of best practice.
- ➔ Keep abreast of the relevant curricular and educational developments and continually evaluate teaching programmes to ensure that they provide the best opportunities for girls.
- ➔ With teachers: to monitor progress of the students taught across the department, designing interventions as appropriate.
- ➔ To oversee the provision of support sessions, such as subject surgeries.
- ➔ Oversee the development of digital shared resources for teachers and students .

## Other Responsibilities:

All staff are expected to make a contribution to the extra-curricular life of the School, including House member responsibilities. Many staff also undertake the role of Form Tutor.

## The Successful Candidate:

We are seeking to appoint a dynamic, ambitious and outstanding practitioner as Head of Chemistry to lead and co-ordinate the delivery of Chemistry at the Senior School. This is a very exciting leadership opportunity to further develop and grow an already successful department, to teach and prepare students for IGCSE and A Level Chemistry.

The ideal candidate will hold a relevant degree, as well as Qualified Teacher Status. S/he will be positive, patient and helpful, with leadership experience. The department has been extremely successful over several years and the successful candidate will be expected to continue developing the department and curriculum to drive student capability and motivation in Chemistry and the sciences.

The post is full time, commencing September 2021.

## Remuneration:

Tormead Teaching Scale according to qualifications and experience. Tormead is a member of the Teachers' Pension Scheme.

## Applications:

Please send applications (by email only) to Mrs Holly Smith at [recruitment@tormeadschool.org.uk](mailto:recruitment@tormeadschool.org.uk).

## How to apply:

Emails should be sent with the subject header 'Head of Chemistry'. Applications should comprise the below documents, all of which can be downloaded from the school website [www.tormeadschool.org.uk/vacancies](http://www.tormeadschool.org.uk/vacancies).

- A letter of application addressed to the Head, Mr David Boyd, highlighting your interest and experience for the role, in support of your application (maximum 2 sides of A4)
- The completed Application Form
- The completed Equal Opportunities Monitoring Form

All applications will be acknowledged.

## Deadline for applications:

Wednesday 14 April 2021 @ 4pm.

## Interviews:

Candidates selected for interview will be contacted on 15 April with an invitation to interview w/c 19 April 2021.



Tormead School is committed to the safeguarding and welfare of its pupils and all staff must share this commitment. Applicants must be willing to undergo an enhanced DBS check and other Child Protection screening including checks with past employers. The post holder must adhere to the School's Child Protection Policy at all times including attending mandatory training every three years.