



Tolworth Girls' School & Sixth Form

DEPUTY HEADTEACHER POST

An Outstanding World Class School



September 2020

Dear Colleague,

Thank you for your interest in applying to become Deputy Headteacher of Tolworth Girls' School & Sixth Form, this vacancy has arisen due to the fact that some team members have been promoted externally and the school community is rapidly expanding. We are also in the process of aligning key responsibilities across the school and building on our policy of succession planning.

We are a friendly school, and passionately believe that every student in our school matters. We work alongside our students and parents, building excellent relationships in order to ensure that they succeed academically and grow personally. You should genuinely revel in working with young people.

We pride ourselves on a team of staff who are supportive, welcoming and dedicated to providing the very best teaching and learning for our students. Staff across the academy set a culture of high aspirations and continuous improvement for students which, in turn, is reflected in the emphasis we place on continuing professional development (CPD) for our staff.

Tolworth Girls' School & Sixth Form is a thriving community school with a healthy and open attitude to progress and change. The school is at an exciting stage of development and we need someone who will work with us to build on our successes and help us to move to the next stage of our journey. Our community provides a purposeful learning environment for both students and staff, stressing the importance of creativity, independence, resilience, celebration and empathy. Our greatest assets are our students and staff.

We are delighted with our Ofsted Outstanding and the outcomes for all students continues to support this grading. We are looking for a candidate who has current Senior Leadership experience and who has made a significant impact on the lives and education of students in their current role. We are looking for someone to make a positive and immediate transition into the role of Deputy Headteacher at Tolworth Girls' School & Sixth Form and for someone who is keen to progress their career even further. If you are looking for an exciting, challenging and rewarding career, I can think of none better than to join our team. If you are interested in a role offering equal measures of support and challenge, in making a massive difference to the life-chances of young people, and in becoming a part of our success, then I encourage you read the pack further, arrange a visit to come and see us, and see what you could achieve at our school.

Tolworth Girls' School & Sixth Form is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to an Enhanced Disclosure and Barring Service Check.

I look forward to receiving your application and appreciate the time taken to consider and apply for this post. Interviews will take place on 20 & 21 October 2020. If you have not heard from the school by 17 October, please assume you have not been shortlisted but accept our best wishes for the future.

Yours faithfully

Siobhán Lowe



Siobhan Lowe
Headteacher

Information about Tolworth Girls' School & Sixth Form

Tolworth Girls' School & Sixth Form is a thriving community school with a healthy and open attitude to progress and change. The school is at an exciting stage of development, with an increasing sixth form, new buildings and increasing numbers. The community provides a purposeful learning environment for both students and staff, stressing the importance of creativity, independence, celebration and empathy.

If you feel you have the drive, energy and ambition to contribute to the future development of our school and sixth form then we would very much welcome your application.

'The Headteacher's outstanding leadership has ensured that the school has continued to develop and strengthen over time. Together with the senior team, she has placed pupils, as individuals, at the heart of the school's vision. Pupils thrive in this positive learning environment.'

(Ofsted 2017)

Our Outcomes



Our academic success speaks for itself; Tolworth students achieve high academic standards and make very good progress with well above average results. In 2020 we were really proud of the outcomes for our students; -

Headline data

- P8 score +1.06
- PPG P8 + 0.74
- Attainment 8 (A8) score :54.35
- English literature 4-9 = 95%
- English Language 4-9 = 86 %
- Maths 4-9 = 82%
- 5 GCSE passes at 4+ including English/Maths = 80%
- 5 GCSE passes at 5+ including English /Maths = 55%
- Most subjects exceeded or were close to FFT top 15% targets at 4+ and 5+

Our A Level and BTEC results have also shown an improvement over time and this year we achieved 59% A8/B grades at A Level and 58% D*/M at BTEC.

We are not complacent and year on year we strive to challenge ourselves and our students to improve further.

‘Outcomes for pupils are outstanding. Pupils make strong progress across a wide range of subjects because of consistently strong teaching. School leaders recognise that the most able pupils would benefit from further challenge in learning.’

(Ofsted 2017)



Working at Tolworth Girls School

At Tolworth Girls' School & Sixth Form we have a dedicated hardworking team of specialists who make up around 180 teaching and support staff. For new colleagues you will enjoy a well-structured induction programme, followed by a continuous cycle of continued professional development (CPD) opportunities, both internally and externally. Our Senior Leadership team work really well together and provide challenge as well as support.

Senior Leadership Structure

| Member of the Team (SAH = Senior Assistant Head) | Names | Main Responsibilities |
|---|------------------|---|
| Headteacher | Siobhan Lowe | Strategic vision & direction Quality of Education & Curriculum Raising Standards- Impact Safeguarding Quality Assurance CPD Curriculum SDP/SEF Staffing/ HR Finances PR |
| Deputy Headteacher Raising Standards & Impact | Caroline Ramsden | Raising standards Impact analysis Deputise for the Head Strategic vision Quality assurance CPD Line management of the T&L collegiate Faculty line management |

| | | |
|---|-------------------|---|
| Deputy Headteacher Teaching & Learning Curriculum | Vacant post | Teaching & Learning Diverse & inclusive curriculum implementation Deputise for the Head Strategic vision Quality assurance CPD Faculty line management World class schools |
| Director of Sixth Form (SAH) | Owen Rhead | Strategic vision for the sixth form KS5 curriculum & pastoral leader Quality assurance Alumni Faculty line management Line manager Heads of Years 12-13 Transition Option choices |
| Head of Upper School (SAH) | Laura Kelly | Strategic vision for the Upper School. Raising standards champion Quality assurance KS4 Curriculum & pastoral leader Line manager Heads of Years 9-11 Whole school attendance |
| Head of Lower School (Acting) (SAH) | Vacant Post | Strategic vision for the lower school Quality Assurance KS3 Curriculum & Pastoral Leader Line Manager Heads of Years 7-9 Transition champion Line management faculty Option choices Whole school PPG |
| Staff Resources/Timetable (SAH) | Alison Head | Strategic vision Quality assurance Timetable Staff deployment Line management faculty Timetable Cover Exams |
| Systems/Data Manager (SAH) | Matt Perry | Strategic vision Quality assurance Data manager Timetable Line management faculty Strategic vision QA systems 4Matrix SIMS CENSUS GDPR |
| Resource Director | Andy Hetherington | Site management ICT Infra-structure Premises Building projects CIF |

(In order to support the CPD of our staff we do have seconded members of staff on the SLT)

'Leadership at all levels is strong. Leaders have ensured that staff across the school understand their job roles and what is expected of them.'

(Ofsted 2017)

Staff Support

Staff can enjoy a range of benefits including discounted local Gym membership and preferred rates with local hairdressers and a good relationship with a reputable local estate agent. We take part in childcare voucher scheme, and cycle to work scheme. We also have the well-established Local Government Pension Scheme for Support Staff and of course Teachers Pensions for Teaching Staff.

As part of our new build we have a new staffroom with dedicated work space and of course a comfortable room to take breaks and catch up with colleagues.



Students

'The behaviour of pupils is outstanding.'

(Ofsted 2017)

Our aim is to bring out 'the best in everyone'. So we must expect the best from everyone, all the time. Every child is a special individual, capable of extraordinary things. Who can know the limits of any child's potential? We constantly challenge our students to do what they think they can't, to persist, to work hard and to be at their best.

Our students really enjoy their time at TGS and many of them choose to study in our Sixth Form.

'Pupils behave well in class. They are highly involved in their learning and concentrate well. There are strong relationships between pupils and between pupils and staff, which foster a positive learning environment.'

'Pupils' conduct is excellent. They are courteous and polite. Older pupils act as positive role models for younger ones. Pupils move around the school in a calm, orderly manner'

(Ofsted 2017)



The Application Process

Application is Via TES: <https://www.tes.com/jobs/vacancy/deputy-headteacher-kingston-upon-thames-1359406?preview=1>

Successful applications

If your application is shortlisted, you will receive an email or telephone call with details of the interview day and what you need to prepare in advance of attendance.

The below documents are required from each applicant:

- Proof of right to work in the UK
- Current DBS or details for DBS Checking Service or documents required to obtain an Enhanced DBS
- Certificates from education including A Levels, Degree or equivalent, and Teaching qualification
- Teacher reference number

References

Once invited for interview it is our normal practice to request a minimum of 2 references for you, if for any reason you would not like us to contact your references, this must be highlighted with the reason in your application form. All offers of employment are subject to satisfactory references and an enhanced DBS check.

Tolworth Girls' School & Sixth Form is committed to equal opportunities and to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Unsuccessful applications

You will be emailed if your application is unsuccessful to the next stage. Due to the number of applications we receive it is not our policy to give individual applicants feedback.

Any questions should be directed to recruitment@tolworthgirlsschool.co.uk

We wish you every success with your application and look forward to meeting you soon.