



**HURLINGHAM
SCHOOL**
AND
HURLINGHAM NURSERY SCHOOL

**INFORMATION FOR CANDIDATES APPLYING FOR THE POST OF
DEPUTY HEAD TEACHING, LEARNING AND INNOVATION
AT HURLINGHAM SCHOOL**

WELCOME FROM THE HEAD

I am delighted to be able to invite applications for the post of Deputy Head Teaching, Learning and Innovation at Hurlingham School. The appointment will commence either April 2022 or September 2022.

The successful candidate will be an exemplary educational practitioner who will embrace the core values of Hurlingham, provide inspirational, collaborative leadership and build upon the School's firm foundations. This is a new post for the School and one which we hope will drive an innovative approach to teaching and learning and promote a positive, high performance culture with high expectations of all.

My vision for the School is to establish a learning community where we are viewed as "more than just a school". I want to build a reputation where learning is at the heart for all; pupils, staff and parents. A culture of personal development and collaborative endeavour which is innovative, pushes boundaries and puts no ceiling on possibilities.

Simon Gould
Head



INTRODUCTION / OVERVIEW OF THE SCHOOL

Hurlingham School is a highly regarded co-educational, IAPS, non-selective preparatory school and nursery for children aged 2 to 11 in Putney, South West London. We currently have 450 pupils across the Prep School and Nursery. We are very proud of our outstanding and inclusive academic environment which offers an extremely diverse and enriching educational programme. The curriculum and extensive array of extra-curricular activities give every child, whatever their talents, an opportunity to shine. This is largely attributable to the expertise and dedication of our excellent Senior Leadership Team, teachers and support staff, all of whom share the School's passion for promoting creativity and independence of thought and an overriding belief in the importance of nurturing in every pupil confidence, discipline, motivation, self-esteem and above all for generating a thirst and enjoyment for learning.

The School's ethos is to provide a happy, secure atmosphere in which children can be the best that they can be. Our experienced, dedicated and enthusiastic staff provide opportunities for the children which strongly promote creativity and independence of thought; we feel these are essential attributes for a child growing up in the 21st Century.

We nurture self-confidence, self-discipline, self-motivation, self-esteem and above all a thirst and enjoyment for learning. We continue to foster an intimate and welcoming environment centred on family values, with a strong focus on good manners and respect for one another. Our aims are:

- To aim for excellence in all we do in the education and development of pupils at our school
- To establish a sound, fair and moral community in which pupils can learn to live amicably with their peers within a happy and nurturing atmosphere
- To provide a stimulating, safe, enjoyable and dynamic environment where children want to attend and develop a love of learning
- To enable all pupils, whatever their abilities and talents may be, to access an excellent education throughout the Early Years Foundation Stage, Key Stage One and (on the Putney Bridge Road site) Key Stage Two
- To provide a broad curriculum and a strong extra-curricular programme which develops the children's confidence and independence and ensures that they are well equipped for life after Hurlingham
- To widen the availability of the school to as many families as possible within our local community, through the provision of assistance in cases of hardship
- To develop an ongoing partnership between parents and Hurlingham School as a whole

Our goal is to provide a firm foundation for each pupil, to prepare them for their next school and to ensure that they secure places in the schools which are most suitable for them. Academic standards have gone from strength to strength over the last decade as is evidenced by our consistently extremely impressive 11+ results which demonstrate the success of our individualised, personalised education that prepares our pupils thoroughly for whatever entrance examinations they elect to sit.

The provision which we have put in place, ensures that every child gives of their best in line with their ability, through encountering a carefully-engineered blend of challenge and support.

LOCATION / CAMPUS

The Main School is located at 122 Putney Bridge Road which is adjacent to Wandsworth Park and is a 5-10 minute walk from Putney Station and East Putney Station. The Nursery is located at The Old Methodist Hall, Gwendolen Avenue and is a 5 minute walk from Putney Station

ACADEMICS / THE CURRICULUM

We develop our teaching and learning through a respectful but critical approach to UK National Curriculum documentation, placing due emphasis on English, Mathematics and Science whilst enhancing all areas of each and every child's development by incorporating the arts, sports, languages and technology.

All pupils are taught the following subjects:- English, Mathematics, Science, Computing, History, Geography, Religion, Philosophy and Ethics, Personal, Social, Health and Personal Economic Education, Citizenship, including a whole-school programme of community responsibilities such as School Council, Eco-Schools, Charity Coordination and Healthy Schools, Physical Education and Games, including competitive sports, Drama, Music, Art, Design Technology, French, Latin and Spanish.

Within these subjects, we aim to:-

- Enjoy ourselves, valuing every day and experience
- Develop lively, enquiring minds which delight in discussing and sharing ideas within an ethos of cooperative learning
- Facilitate the acquisition of understanding, knowledge and skills across the curriculum- academic, artistic, sporting- in each and every child
- Apply the basic skills of literacy and numeracy effectively across the curriculum
- Develop appropriate personal moral values within every child, including respect for others, a sense of awe and wonder, an appreciation of culture (both one's own and that of others) and a pride in our school community in the heart of Putney
- Encourage responsible attitudes towards ourselves and our environment
- Place immense value on achievements and aspirations, celebrating development and successes wherever they may lie



SPORT, THE ARTS AND EXTRA-CURRICULAR ACTIVITIES

Having a healthy and well-balanced approach to life is fundamental to the education children receive at Hurlingham and nowhere is that more evident than in the sporting activities that pupils undertake.

From an early morning Gym Squad practice to a late afternoon Running Club outing to nearby Wandsworth Park, children keep their bodies active as well as their minds.

A specialist team of professional sports teachers (including current, or former, professional players of football, rugby, hockey, netball and cricket) coach and guide children from the earliest days. From Reception's development of gross and fine motor skills, through to the Year 6 children's extensive participation in matches and tournaments in all the major sports, Hurlingham is there- setting the pace.

All children from Year 3 upwards participate regularly in fixtures against other schools; of course all children have a choice regarding their specialist sports of choice, and of course there are never any enforced decisions made on grounds of gender. If those weren't the case, this simply wouldn't be Hurlingham!

Extra-curricular opportunities abound; the termly offering takes account of requests made by the children and groups meet every day during lunchtime, as well as before and after school. In addition to a diverse portfolio of perennial favourites which always run, such as Lego, Drawing, Running, Current Affairs, Gym, Table Tennis and Reading clubs, the interests and passions of particular groups are accommodated subject to demand. Our most popular after-school club is undoubtedly M.A.D.D. (Music, Art, Drama and Dance). Available to all pupils from the January of the Reception year onwards, it facilitates additional access to arts subjects and simultaneously allows children to specialise in one of the featured artforms if they so wish. In this way, traditional primary school pursuits such as learning how to play the recorder become available to the children. Indeed, after a year or two of group music-making, children can opt to learn individual instruments. Many learn piano, violin, guitar and drums but less conventional choices amongst children of primary school age, such as saxophone, flute, clarinet and trumpet, are also encouraged. Everything that we do at Hurlingham is planned and delivered in the knowledge that it will help children become active, purposeful citizens in their future lives. Therefore, it is imperative that we broaden pupils' horizons in the most effective way possible. Every year group's explorations include day trips away to places of interest, but in Middle and Upper Schools we have residential trips as well.



PASTORAL CARE

Hurlingham children thrive in everything that they do, because each and every one of them always looks forward to being in school. From the earliest days, they develop a love of learning and a voracious appetite for working together.

Children's happiness is our absolute priority and, to ensure it is always present, we have a set of Golden Rules that apply to pupils, staff and visitors alike. Because they are respected by everyone, they quickly become second nature and children rarely need to be reminded of them.

Of course, everyone involved with Hurlingham goes to great lengths to ensure that no children have any worries whatsoever; quite rightly, their primary school days are filled with the joys of enquiry and discovery, not anxiety and concern. Nevertheless, should any pupil ever feel the need to discuss any matter that they might find troubling- whatever its cause- they know that they can approach any staff member for help and advice.



THE ROLE

Job Description

Job Title: Deputy Head Teaching, Learning and Innovation
Accountable to: The Head
Role: The responsibilities and duties of the Deputy Head Teaching, Learning and Innovation are as follows:

General Description (as a member of the SLT)

- Act as an exemplary role model to all staff in terms of outstanding teaching practice
- Take responsibility for establishing a high performance culture in the school and the maintenance of exemplary professional behaviours
- In leading change, to be innovative and forward-thinking in your approach
- Support the appraisal system by acting as a coach and mentor to your appraisees
- Be a strong presence in the school community
- Play an active role in supporting the wellbeing of all staff members
- Promote a psychologically secure environment which brings about effective learning for pupils of all abilities, ensuring continuity and progression throughout the School
- Support all staff, be available and approachable to ensure a happy, motivated and professional working environment
- Ensure that all staff understand and carry out their respective roles and responsibilities
- Implement school policies and guidelines for pastoral care, including anti-bullying, safeguarding and child protection, behaviour and sanctions
- Recognise and respond effectively to equality issues as they arise and challenge stereotyped views
- Promote the ethos and reputation of the School at all times
- Act as a “sounding board” and “critical friend” to the Head, and the rest of the SLT, always demonstrating high standards of personal integrity, loyalty, discretion and professionalism
- Play a full and active role in the wider life of the School
- Sustain and develop positive relationships with parents, advisers and the local community
- Contribute to establishing the core values of the Leadership team and their practical expression



Strategic Development of the School

- Assist the Head in translating the vision for the School into agreed objectives and operational and strategic plans
- Take lead responsibility for the following aspects of the School Development Plan: teaching, learning, curriculum, innovation and assessment
- Take lead responsibility for policy development and implementation in the following areas: learning, teaching, curriculum, innovation and assessment
- Keep abreast of requirements for Inspection, ensuring that all relevant policies relating to Teaching and Learning are compliant, and regularly updated, to reflect ISI inspection requirements
- Identify and secure the implementation of appropriate strategies to develop classroom environments and teaching practices which secures effective learning across the breadth of the curriculum through innovative and ambitious pedagogical approaches
- Take responsibility for the development and monitoring of all curriculum areas to ensure excellent outcomes for all pupils
- Develop a culture where staff engage in self-evaluation of their teaching and the learning of pupils, and in associated training and development
- Provide reports to the Board and Governors as required by the Head

Teaching and Learning

- Take the lead in ensuring an innovative, broad and balanced curriculum for Hurlingham that meets the needs of all learners
- Develop teaching and learning practices that inspire and motivate pupils to achieve their full potential
- Promote engagement with parents, guardians and carers to improve pupil learning outcomes and to provide understanding of the School's teaching and learning policies and practices
- Ensure parents are kept well informed about the school curriculum, its targets, pupil attainment and their part in the process of improvement
- Provide a first-class professional model for others, clearly demonstrating effective teaching, classroom organisation and display high standards of achievement, behaviour and discipline; demonstrate personal commitment to quality and excellence
- Ensure an effective process of pupil feedback
- Oversight of academic extension and enrichment programmes throughout the School and across all curriculum areas
- Develop a culture where staff engage in self-evaluation of their teaching and the learning achievements of Hurlingham pupils, and in associated training and development
- Undertake a teaching workload in the Upper School as determined by the Head and considered reasonable given the other duties of this role

Assessment

- Construct, develop and implement robust assessment procedures throughout the School to generate valuable pupil performance data
- Analyse and share pupil performance data to support and inform developments in teaching and learning practice, leading to improved pupil achievement
- Produce reports that track pupil progress over time; to include cohort analysis, subject analysis, and vulnerable groups
- Schedule and lead regular pupil progress meetings to monitor progress across the school and support the tracking of support mechanisms
- Liaise with the Head of Progress and Reporting to ensure support is targeted and reported on

Leading and Managing Staff

- Take responsibility for the day-to-day line management of Middle Leaders and subject specialist staff
- Oversee the construction and implementation of all planning, Curriculum Provision Maps, Schemes of Work, Subject Leadership Strategic Development
- Coaching and mentoring of Middle Leaders to ensure that the duties of all teaching staff are carried out as effectively as possible and that they have access to professional support where necessary

Professional Development

- Keep up to date with current statutory requirements, educational thinking and practice, through personal study and targeted CPD
- Maintain competent ICT skills to use in teaching and in general administration
- Have an excellent working knowledge of teachers' professional duties and legal liabilities

THE PERSON

Job Title: Deputy Head Teaching, Learning and Innovation

	Essential	Desirable
Education and Training	<ul style="list-style-type: none"> • Degree • Qualified Teacher Status • Evidence of professional development relevant to senior leadership 	<ul style="list-style-type: none"> • Other professional qualifications pertinent to the role
Experience	<ul style="list-style-type: none"> • Proven track record of successful strategic leadership at senior level • Involvement in school self-evaluation and its documentation • Excellent classroom teacher, KS1 or KS2, with a proven commitment to improving the quality of pupils' learning • Extensive knowledge of the primary curriculum and requirements for senior school entrance examinations at 11+ • Experience of monitoring and evaluating the quality of teaching and learning • Experience of modelling effective practice in teaching and learning • Use of assessment data to raise standards • Evidence of motivating and liaising collaboratively with colleagues • Involvement in the selection, deployment and development of staff • Liaising with parents at a senior level 	<ul style="list-style-type: none"> • Experience of teaching in more than one school • Experience in teaching across the primary age range • Experience in overseeing Nursery Education • Experience of organising and leading assemblies
Skills and Aptitudes	<ul style="list-style-type: none"> • Commitment to the vision and ethos of the School • Ability to communicate effectively, in writing and orally, to a wide range of people • Understanding of effective and appropriate working with the Senior Leadership Team • Ability to inspire, challenge and motivate others to work towards common goals • Ability to lead staff meetings • Commitment and ability to ensure all pupils achieve well • Ability to prioritise, plan and organise self and others • Ability to work creatively and quickly under pressure • Ability to build and maintain effective relationships with parents • Commitment to safeguarding and promoting the welfare of children • Commitment to Health and Safety, including staff wellbeing and equal opportunities • Understanding of the use of ICT as a management tool • Ability to foster links with the local community and other schools • Ability to speak with confidence for the whole school community in a variety of contexts 	

Employment terms and conditions

The successful candidate will be offered the position of Deputy Head Teaching, Learning and Innovation of Hurlingham School along with a competitive salary. The post will be offered subject to the necessary pre-employment checks, including medical fitness and enhanced DBS check.

The Application Process

Please write a letter of application to the Head, Simon Gould, and complete the Hurlingham application form which should include names and contact details of two referees.

Closing date

The closing date for applications is midday on Friday 5th November.

Interview Process

Long list interviews will take place on Wednesday 10th November and shortlist interviews during the week beginning Monday 15th November.





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Hurlingham School

122 Putney Bridge Road, London SW15 2NQ

Email: office@hurlinghamschool.co.uk

Tel: 020 8874 7186

Hurlingham Nursery School

The Old Methodist Hall, Gwendolen Avenue, London SW15 6EH

Email: nursery.office@hurlinghamschool.co.uk

Tel: 020 8874 7186

Head: Mr Simon Gould

Principal: Mrs Fiona Goulden

Admissions Registrar: Mrs Fiona Driver

admissions@hurlinghamschool.co.uk

Should you ever wish to contact a Director of Hurlingham School Ltd, the school Principal is Mrs Fiona Goulden and you can get in touch with her using the details above.