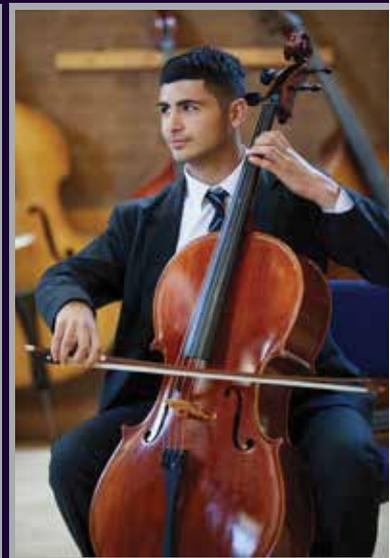




MERCHANT TAYLORS'
School

Deputy Head (Academic)

Information for candidates



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Merchant Taylors' School

We are seeking to appoint a Deputy Head (Academic) for September 2020. Merchant Taylors' School has been one of the top ten boys' schools in the UK since its foundation in 1561. There are approximately 900 students with almost 300 in the Sixth Form. Entry is by competitive examination and interview at 11+, 13+, and 16+. Examination results are outstanding, the majority of students proceeding either to Oxbridge or other leading universities and medical schools in the UK or abroad. Aspirations in all areas go well beyond the norm, making Taylors' a particularly exciting and rewarding place to teach.

Located at Sandy Lodge in Northwood, Middlesex, the school occupies a superb setting with 285 acres of lakes, gardens, and woodland. It is within easy reach of central London, Middlesex, Buckinghamshire, and Hertfordshire.

The Merchant Taylors' Company, one of the twelve Great Livery Companies of the City of London, founded the school in Suffolk Lane in 1561. One of the nine original 'Clarendon schools', its alumni have achieved distinction throughout its history.

The school continues to foster a very strong academic culture which promotes scholarship and enables boys to develop a sense of intellectual curiosity. MTS achieves outstanding results (76% A*/A at A Level in 2019) but also ensures pupils are equipped with a lifelong appreciation for learning.

The 2014 ISI Inspection Report on the school emphasized the school's success in delivering on its underlying vision: "Achievement is exceptional overall; academically, this is demonstrated by the high levels of performance by pupils in public examinations and within lessons and competitions ... At all stages pupils show highly developed levels of knowledge, understanding and skills both in their academic work and their extra-curricular activities, amply fulfilling the school's aim for excellence."

We believe in diversity. The boys grow up to be independent, free-thinking and confident young men, with a set of positive and morally secure values with which to meet the challenges of a changing and often difficult world.

"Above all, Merchant Taylors' wants boys at the school to be happy, to be considerate of the needs of others and to feel that they are recognised as important and unique members of an exceptional organisation", Simon Everson, Head Master.

The school wears its heritage lightly, its strong sense of tradition very much at the service of the future. Through the Merchant Taylors' Educational Trust, it retains close links with other Merchant Taylors' Schools, and with the Merchant Taylors' Company itself.



The Role

The intention is to appoint the best person to do the job rather than the candidate who best fits a pre-determined set of skills; nevertheless, in accordance with current best practice, we have included a person specification on page six.

Your fundamental role will be to inspire and enable great teaching so that learning is a truly exciting experience for the boys. You will have a strong record of excellence in leadership and management and will want to make a difference. You will have vision and drive. You will be keen to take the school forward. You will make your mark through a creative approach to the management and delivery of teaching and learning, forming collaborative relationships that can generate enduring change. You will be approachable, compassionate, and caring: an able communicator, with a positive, encouraging, and collaborative style. You will be a presence in the school and meet regularly with Heads of Department to discuss day-to-day matters.

Your commitment and ideas will enable the school to maintain its status as one of the top academic boys' schools in the country. Our expectations of our pupils and staff, academically and in terms of attitude and commitment, are very high. There is a strong common room culture of going the extra mile to stretch and support, in and beyond the classroom, so that every boy realises his potential.

The school is proud of its reputation as a caring and friendly community with a high achieving culture across a broad range of curricular and co-curricular activities. You will engage fully in the life of the school, and set the tone for learning and teaching so as to maintain this highly successful balance.

You will lead, support, encourage, and monitor academic progress and achievement across the school, working with the Heads of Department, Heads of Year, and the Staff Tutor to build on existing good practice and finesse light-touch systems to improve performance. You will chair the school's Curriculum Committee and are responsible for guiding Heads of Department, and the colleagues who head up Exams, Scholarship, Learning Support and the Library.



The Role

You will forge happy, productive working relationships across Common Room and be sensitive as to where support is needed. You will need the flexibility to solve curriculum issues in a creative way and be able to hold in balance the need for normative models of delivery and assessment and creating a culture that empowers teachers to take risks in the classroom, discover their own unique style and forge warm, mentoring, collaborative relationships with the students.

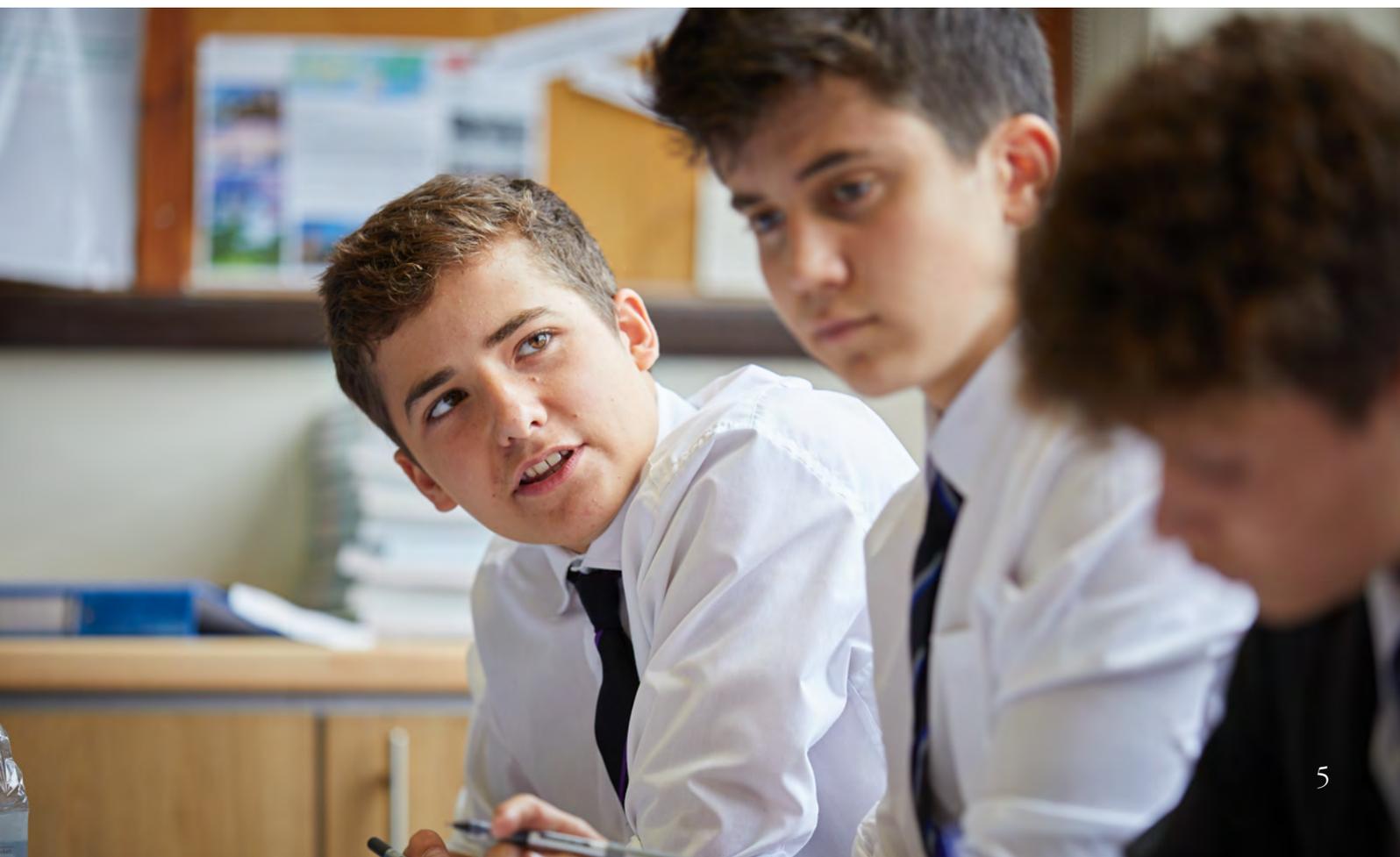
You will be keen to take the initiative on all matters to do with teaching and learning and will ensure that effective systems are in place to support further progress. As a member of the Teaching and Learning group, you will have a commitment to innovation in the classroom and to celebrating and sharing best practice.

You will work closely with the Director of Studies on curriculum design and scheduling, and staffing requirements and subject choices, so familiarity with timetabling is extremely useful. You will also work closely with the Director of Teaching and Learning to develop innovative approaches to pedagogy.

The school offers a broad, balanced, coherent curriculum delivered through a fortnightly cycle of 1-hour lessons, with a strong emphasis on progress, continuity, and relevance to the world beyond school. The school embraces the most diverse range of teaching styles and personalities deeply believing that boys benefit from exposure to such diversity and there is a strong commitment to active learning and further engendering independent learning.

Lower School pupils (Years 7-9) read something like 17 or 18 subjects, including French and a Classical language, before going on to read 9 or 10 for I/GCSE (the core subjects are English, English Literature, a Modern Foreign Language, Mathematics, and the 3 separate sciences). The school offers Computing rather than IT. There are 22 traditional A Level/Pre U courses and, in addition, about half the year group undertakes the Extended Project Qualification.

The post lies at the heart of the leadership of the school at an exciting time in its development and would suit either a senior, highly experienced teacher looking to serve the school for part of his/her career (perhaps even the final stage) or someone who would value this experience aiming to progress to headship in due course.



The Post

To serve on the Strategy and School Leadership teams and to undertake duties associated with that role (see the diagram on page eight).

To inspire a love of learning and nurture a scholarly culture in the school.

To assist teachers to teach as well as they possibly can.

To oversee all aspects of teaching and learning to ensure the maintenance of high and improving standards.

To deputise for the Head Master or Second Master when necessary.

To be the first port of call for parents or boys with significant academic and curriculum issues.

To take a lead in recruitment.

To keep abreast of educational change and advise the Head Master as to the best responses.

To analyse examination results and devise suitable responses at

school, departmental and individual levels.

To support a professional development programme that will engender high morale, spread best practice, identify specific issues and strategies to resolve them.

To use baseline testing and ongoing consultations to track progress and raise teacher and pupil awareness of the school's expectations.

To have oversight of academic enrichment activities within the school.

To act as line-manager for Heads of Department, the Head of Learning Support and the School Librarian.

To convene and lead the Curriculum Committee and Heads of Department Forum, convene ad hoc groups, recommend and subsequently monitor change and serve on the Governors' Education Committee.

To play an active role in the work of the Teaching and Learning Group.

To take the advice of and work with the Director of Studies on scheduling, subject choice, staffing needs and the best deployment of academic database.

To manage a reporting system that communicates effectively with pupils, parents and across the teaching body.

To oversee I/GCSE and A Level/Pre U choices and all aspects of their publication.

To lead the team (comprising Examination Officer and Heads of Lower School, Middle School and Upper School) to coordinate internal and external examination arrangements.

To co-ordinate and monitor departmental budgets.

To organize school prize giving.

To take on any additional responsibilities the Head may require.



The Person

Qualifications

Evidence of further professional development or higher qualification.

Evidence of extensive, relevant continuing professional development.

Experience

Exemplar of outstanding teaching.

Leadership of a significant area or phase including responsibility for raising standards across the whole school.

Monitoring and evaluating teaching and learning

Experience of school improvement planning for pupil progress and monitoring the impact of actions.

A proven success in a leadership role, including the ability to lead, support and motivate staff

Experience of managing budgets.

Knowledge

A clear understanding of the essential qualities necessary for effective teaching and learning.

Up to date knowledge of national education agenda, statutory regulations and guidance relating to the post.

Skills

Be able to:

Demonstrate excellent communication skills and the ability to set and communicate a clear vision

Demonstrate good interpersonal skills

Analyse and interpret both school and national data to evaluate the performance of pupil groups, pupil progress and plan a robust course of action for whole school improvement.

Develop and review whole school systems to ensure accurate evaluation of school performance actions to secure improvements.

Lead and manage a school team to successfully achieve agreed goals.

Demonstrate high quality teaching strategies.

Support, motivate and challenge underperformance in colleagues, coaching and mentoring where appropriate and leading through example.

Deal sensitively with situations that may include tackling difficult situations and conflict resolution.

Communicate effectively via a range of media.

Commitment

Demonstrate a commitment to:

Promoting the values of Merchant Taylors' School.

Raising achievement and attainment.

Effective communication to school community.

Ongoing relevant professional self-development.

Safeguarding and child protection.

Personality

High levels of motivation and self-awareness.

Ability to inspire and motivate colleagues, act as a role model and have high expectations of self and others.

Ability to investigate, resolve problems and make informed decisions.

Be an incisive and strategic thinker.

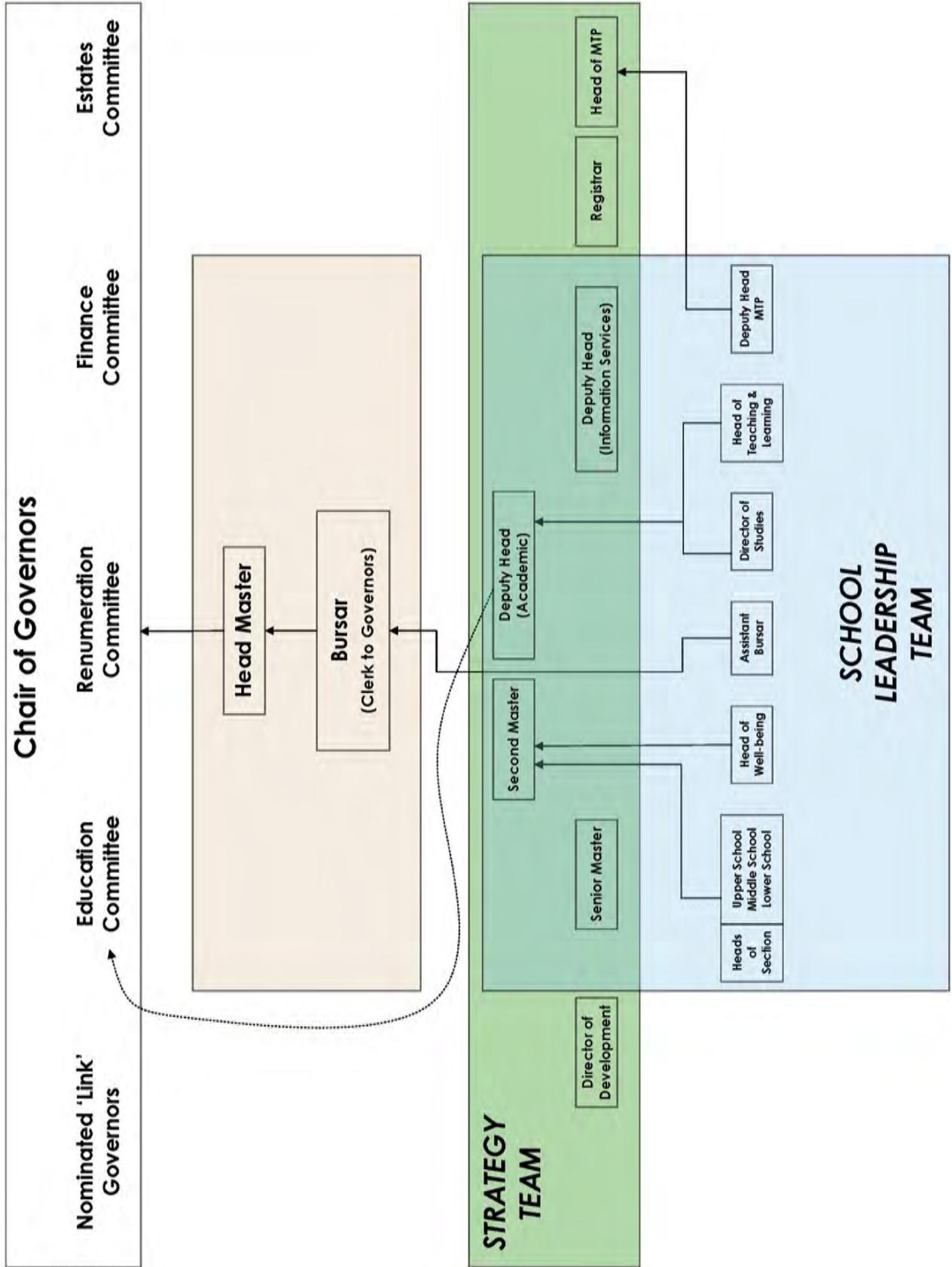
Have excellent organisational skills and the ability to prioritise when under time pressure.

Possess imagination, enthusiasm and a good sense of humour.

Excellent communicator and listener.

Flexibility.

Governance & Leadership



Gallery



Upper Sixth Former Luke Kelly commended in Cambridge University's Robson History Prize



Lower Sixth Former Patrick Brown won a Roentgenium Award in this year's British Chemistry Olympiad, placing him in the top 50 young chemists in the country.



Upper Sixth Formers Sahil Sindhi and Kailen Patel won top Gold Awards in the 2019 British Physics Olympiad



MTS 1st XI after beating Radley at Lord's

Benefits of Service

Benefits

The school has high expectations of its staff, and therefore looks to reward them with a generous salary scale and beneficial conditions of service.

Single and married teacher accommodation is usually available onsite. Nearly half the academic faculty is accommodated within school, in houses and flats, most of which have been newly refurbished.

Interest-free loans are usually available to those staff wishing to leave school accommodation and take out a mortgage.

Teaching

The boys are interesting, talented young men and the academic environment is exceptionally civilized.

The collegiate spirit amongst the academic Faculty is a strong and positive one. The atmosphere in Common Room is exceptionally congenial and supportive.

Class sizes are small (up to and including Year 11, the average class size is 20, in the Sixth Form it is 11).

The teaching facilities are excellent: almost every teacher has his/her own classroom and almost all classrooms are equipped with interactive whiteboards and projectors.

Career

There is an extensive induction programme for all new colleagues and NQTs and ongoing professional development is encouraged: we have generous INSET provision.

There is ample opportunity to take on additional responsibility.

Each member of the academic faculty has a voice on professional matters via the General Purposes Committee that represents the Senior Common Room in consultations.

Personal

The school enjoys a marvellous situation: central London is 25 minutes away, the M1 and M25 are 10 minutes away, Heathrow is less than half an hour.

Fee concessions are available for the sons of any member of the academic faculty who meet the school's entry requirements at the senior school, Merchant Taylors' Prep and Merchant Taylors' Nursery; this is also true for St John's Prep School in Pinner, which is owned by the Merchant Taylors' Company.

Membership of the Teachers' Pension Scheme.

Longer holidays than the maintained sector.

School Nurse on site.

Typically generous sick and maternity/paternity/adoption arrangements.

For Recreation

Free use of the school's extensive leisure and sporting facilities: 285 acres of parkland, with more than 55 devoted to sport.

Free lunch and free refreshments are available throughout the working day.

A separate Recreation Room.

Selection Process

Please complete an application form and an accompanying letter (**maximum 500 words**) outlining your suitability for the post; you may wish to include a brief CV.

The post will be advertised in the Times Educational Supplement on Friday 6th and 13th September 2019.

The closing date is 3.00pm on Wednesday 18th September 2019.

Shortlisted candidates will be invited to attend a selection process to be held over two days; Monday 23rd and Wednesday 25th September 2019.

Applications to (via email or post):

The Head Master
Merchant Taylors' School
Sandy Lodge
Northwood
Middlesex HA6 2HT
Email: recruitment@mtsn.org.uk



The Choir after singing in the Merchant Taylors' Company Remembrance Concert at the Birmingham Symphony Hall