

# Dover Grammar School for Girls

## Applicant Information

### Part time Subject Leader of Classics

Required: September 2021

(MPR/UPR) TLR 2 (£4,786) pro rata



Dover Grammar School for Girls is an Outstanding Grammar School which fosters excellent academic standards combined with a strong and caring community. It is also an innovative school where staff are encouraged to look constantly at various ways of improving every aspect of our work. To summarise, it is a place where students can enjoy the very best education.

Dover Grammar School for Girls is committed to safeguarding and promoting the welfare of our students, so the interview will include questions relating to child protection.

Members of the interview panel have undergone Safer Recruitment training. This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 and an enhanced DBS check will be required prior to appointment.

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-  [dggs\\_info](#)



# Dover Grammar School for Girls

## Applicant Information



Dear Applicant,

Thank you for your interest in the post of Subject Leader of Classics. This is an exciting opportunity to join the team at one of Kent's highest performing grammar schools. Dover Grammar School for Girls is a selective school with 688 girls in Key Stage 3 & 4 and a co-educational sixth form of 224 students. We have been oversubscribed for many years and have been twice rated 'Outstanding' by Ofsted.

We all currently find ourselves in a very unusual time which is not ideal when recruiting to such a crucial role in the school and I also appreciate that this may not be easy for applicants. Therefore, it is important that I try to give you a feel for the school. I will provide a brief summary of the school below, to give you a virtual window into our DGGS community. I also wish to direct you to our school website, [www.dggs.kent.sch.uk](http://www.dggs.kent.sch.uk), where we have several videos and information that may help to familiarise you with our expectations, standards and ethos.

Dover Grammar School for Girls is an inclusive, selective school with over 100 years' experience of providing education for our local community. We are highly respected within the local community and are committed to providing top quality teaching and learning in an inclusive and high performing learning environment. We have been oversubscribed for many years and remain a popular choice with parents and students alike.

In 2020 93% of students achieved Grade 5 or above in English and Mathematics at GCSE and the percentage of students achieving grades 9-7 was 46%. At A Level, 62% of all grades achieved were at A\* to B.

The school's Level 3 Value Added score has historically been significantly positive. Although we are extremely proud of our students' past achievements, we recognise that there will always be areas for improvement, and, each year, we firmly believe that we can do even better. We are now therefore looking for an enthusiastic, innovative and forward-thinking Subject Leader of Classics to lead our successful and dedicated team.

Our students are bright, articulate, fun to be with, and, rightly, expect that their teachers will share and encourage their aspirations. As teachers, we all offer students every possible opportunity beyond the classroom with a wide range of extra-curricular activities, support and pastoral care. We offer wellbeing support and aim to develop not just the academic abilities of our students but also to give them the confidence, life skills and personal qualities and values to succeed in a fast moving and competitive world.

Our foundations are built upon our vision tri-colon which is 'Building Character, Fostering Respect and Achieving Success'. We also practise 5 Character Values which we believe underpin good citizenship and are the qualities which we wish to celebrate within school. These were decided upon after consultation with the staff and students alike, the values represent what we as a community value in each other and are central to our ethos and practice. You can read more detail on our website regarding the vision tri-colon and Character Values of Mutual Respect, Intellectual Curiosity, Compassion, Courage and Moral Purpose.

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## Applicant Information



Dover Grammar School for Girls is one of only a handful of maintained schools where Classics is taught throughout the school. The governors and leadership team are committed to Classics playing a key role within the curricular and extra-curricular life of the school, and the subject is both popular at GCSE and A level.

The successful applicant will be an outstanding practitioner who is able to teach Latin up to Key Stage 4, and Classical Civilisation at Key Stage 5. They must be able to support those who find the subject more challenging whilst also stimulating and stretching the brighter students. This post requires an ambitious, innovative, hardworking individual who is committed to developing departmental staff and to giving our students the confidence and knowledge to reach their highest potential.

We are looking for a dynamic and forward-thinking individual who will be able to balance the demands of managing the day-to-day teaching and improve the opportunities available to our students and wider community. The successful candidate must demonstrate professionalism, be able to lead and work on their own initiative as well as working as a team member, and have a positive, collaborative and 'can do' approach.

This post requires an innovative hard working individual who is dedicated, diligent and flexible, have the ability to work under pressure and meet deadlines in an accurate and effective manner.

We are a diverse yet united group of individuals working together to ensure that our students, parents and the local community are provided with the highest academic standards. We work hard, but we enjoy what we do. If you share our passion, energy, enthusiasm and determination to ensure the progress of our students, and to maintain and further develop a high achieving department of professional colleagues within this close-knit environment, then we look forward to receiving your letter of interest and completed KCC application form, which can be downloaded from our website and Kent Teach. To assist you in this process we have included a job description, person specification and a statement from the Classics Department.

The closing date for receiving your application is midday, Friday, 5<sup>th</sup> March with interviews taking place on Thursday, 11<sup>th</sup> March 2021.

Yours sincerely



Mr RCF Benson  
Headteacher

# Dover Grammar School for Girls

## Person Specification



### Required

- Qualified Teacher Status
- Education to degree level in an appropriate subject
- Evidence of successful and innovative teaching
- Strong subject knowledge
- ICT proficiency
- Energy and enthusiasm
- Highly organised
- Evidence of commitment to Continuing Professional Development
- Evidence of commitment to extended learning for students beyond the classroom

### Desirable

- Evidence of contribution to whole school development
- Knowledge and understanding of current educational issues
- Experience as a form tutor, including academic monitoring and support
- Experience of teaching in a selective school
- Evidence of networking within and beyond school
- Evidence of providing extra-curricular activities

# Dover Grammar School for Girls

## Subject Leader Specification



- Subject Leaders are line managed by a member of the Senior Leadership Team
- The department's subject teachers are line managed by the Subject Leader
- The Subject Leader will carry out the professional duties as set out in the current School Teachers' Pay and Conditions Document, subject to any amendments due to government legislation
- This role also requires you to be a subject teacher and a form tutor, as set out in the Staff Handbook

### Academic Excellence

- Setting appropriate but challenging departmental targets for the subject with the department members and for the students
- Ensuring effective and accurate assessment
- Ensuring the department's public examination results are maintained and consistent with our ongoing high standards
- Choosing and developing appropriate courses across the age and ability range

### Personal Fulfilment

- Team building through delegation and consultation
- Planning and evaluating own and departmental CPD
- Ensuring a departmental contribution to extended school activities (subject club, trips, revision sessions, etc.)
- Managing change, resolving conflict and empowering individuals and teams

### High quality teaching and learning

- Monitor the quality of teaching within the department
- Promoting positive attitudes with students, parents and colleagues and generating subject enthusiasm
- Setting high standards for the department in terms of teaching and quality, and punctuality of records/paperwork
- Maintaining high standards by reviewing how students learn and keeping practices current by means of training, observations and the sharing of good practice
- Maintaining current records and risk assessments relating to Health and Safety for the delivery of the subject and advising and training staff within the department
- Selecting new staff and deploying staff appropriately and effectively
- Managing departmental performance reviews and contributing to own performance review
- Ensuring subject learning continues when colleagues are absent

### High quality environment

- Ensuring subject rooms are conducive to learning
- Deploying and managing departmental resources effectively, appropriately and fairly
- Utilising subject display boards in corridors and classrooms to celebrate, inform and challenge

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## Subject Leader Specification



### Commitment to the school, the local and the global communities

- Ensuring that all departmental documentation, including programmes of study and schemes of work give appropriate reference and relevance to equal opportunities, citizenship, work-related learning and enterprise
- Communicating, where possible, the subject's relevance and importance to our communities
- Ensuring departmental contributions to whole school events, policies and overall school ethos
- Liaising with other departments, primary schools, other secondary schools and relevant outside institutions and professional bodies

# Dover Grammar School for Girls

## Classics Department Statement



This is a high achieving department in which our passion for the ancient world is at the heart of everything we do. As one of the only maintained schools in the area which teaches Latin and Classical Civilisation, we are proud to be at the forefront of Classical education.

Our examination results are excellent and are consistently at the top end of the school's results. The subject has grown in popularity over the years and we have established groups at both GCSE and A level, with a number of students continuing their Classical education at University.

The Cambridge Latin course is used throughout Key Stage 3 and 4, and Latin is compulsory for all Year 8 students. Latin then becomes optional in Year 9 and we currently have over a third of the year group choosing this option, thus creating two teaching groups. In Year 10 and 11 we follow the EDUQAS GCSE course and class sizes range from between 15 and 22. In the Sixth form we are often joined by students from other schools, including boys eager to join our Classics course. In Years 12 and 13 we offer OCR Classical Civilisation and we are currently delivering the modules on World of the Hero, Greek Theatre and Greek Religion.

The department is well resourced. It has its own room with a specialist departmental library and interactive white board with access to the CSCP CD Rom subscription.

We aim to bring the subject alive through extra-curricular opportunities and have established links with King's School Canterbury and Kent University. Overseen by the Subject Leader of Classics, we have links with a large number of Primary schools in the local vicinity, and (in normal circumstances) 6<sup>th</sup> formers attend these once a week to deliver the Minimus Primary Latin Course to younger pupils. This is highly valued by local parents who are keen for their children to be able to continue their Latin studies at DGGS. Beginners Greek is also offered as an extra-curricular club, leading to EMACT Greek Certificates.

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## Classics Department Statement



## Examination Results for 2019

| A Level                | A* | A | B | C | D | E |
|------------------------|----|---|---|---|---|---|
| Classical Civilisation | 0  | 1 | 4 | 2 | 0 | 0 |
| GCSE                   | 9  | 8 | 7 | 6 | 5 | 4 |
| Latin                  | 7  | 9 | 1 | 0 | 0 | 0 |

## Centre Assessed Results for 2020

| A Level                | A* | A  | B | C | D | E |
|------------------------|----|----|---|---|---|---|
| Classical Civilisation | 1  | 1  | 4 | 2 | 0 | 0 |
| GCSE                   | 9  | 8  | 7 | 6 | 5 | 4 |
| Latin                  | 9  | 10 | 1 | 2 | 0 | 0 |