

Candidate brief

Teacher of Biology (from January 2024)



Haileybury is a leading co-educational independent boarding and day school in Hertfordshire with around 900 pupils, aged 11 to 18. Founded in 1862, Haileybury is a school that is rooted in history and tradition, but which is innovative and progressive.

Haileybury has an outstanding reputation in the UK and internationally and was judged “*excellent in all areas*” by ISI in October 2022.

Situated on a beautiful 500-acre estate within easy travelling distance from London, Cambridge and various international airports, Haileybury offers a world of opportunity for pupils within a happy and purposeful community.

Haileybury is an **academically selective** school that creates learners who are ambitious, intellectually curious, imaginative and collaborative. Inspectors described pupils as *“happy learners who appreciate the value of the broad education they receive and who enjoy the process of learning”*.

We have a comprehensive system of **pastoral care and wellbeing**. Our House structure is led by an outstanding wellbeing team and Haileybury has onsite Health and Wellbeing Centres including a Counselling Service available to pupils and staff.

The extensive **co-curricular offering** at Haileybury provides a breadth of opportunity, and depth in terms of specialist provision. Pupils enjoy both individual and team successes at national and international level in sport, as well as achieving national awards in the performing arts. Through experiencing the co-curricular programme our pupils develop character, resilience and self-confidence.

Haileybury is **ambitious and thought leading**. For example, our new state-of-the-art SciTech Project includes laboratories that will house our research collaboration with professors from Stanford University allowing pupils to take part in real-life scientific endeavour.

We place great emphasis on playing our part in **the wider community**. The School has a vibrant and inclusive Chaplaincy and community outreach programmes support the School's central value of service to others.

Haileybury has a strong **international dimension**, with two partner schools well established in Kazakhstan and further schools due to open in Bangladesh and Malta. Haileybury also proudly sponsors our academy partner, Haileybury Turnford, in the UK.

Our goal is for pupils to leave Haileybury with **a passion for learning, a strong sense of their own identity and respect for others**.

The Role

The Biology Department

An opportunity has arisen to join an outstanding Biology department.

The school is looking for a dynamic and committed teacher to teach from Lower School 1 through to the Upper Sixth. The Lower School pupils (Years 7 and 8) follow a bespoke course that will require teaching across the sciences. In Removes (Year 9) our pupils start the Edexcel International GCSE course. The Sixth Form pupils will undertake either A Level biology with AQA or the International Baccalaureate Diploma Programme. In addition, we deliver the Environmental Systems and Societies course for the IBDP.

The applicant will ideally have an interest in fostering a varied approach to learning; be open to using digital tools in teaching and learning and have a familiarity with Google Workspace. We are proud to be a digital department, where pupils have access to iPads for all of their learning and note-taking. As such, our classrooms are innovative learning spaces, equipped with iPads, Mac Books, and Apple TVs, as well as white boards and other teaching resources.

The applicant will be educated to a degree level with a relevant Science subject and will have experience of teaching at GCSE and A Level, IB teaching is desirable but not essential. They will have an interest in fostering lifelong learning in our pupils and the ability to stretch pupils beyond the biology curriculum.

It is an exciting time to join the Biology Department at Haileybury as from 2023 there will be a new Biology teaching building as part of our SciTech development, of which more information can be found [here](#).

Key responsibilities

- Ensure the best possible academic outcomes for pupils through planning, preparing and delivering courses and lessons to a high standard.
- Assess, mark, record and report on the development, progress and attainment of pupils in line with School and Departmental policy; providing timely and supportive feedback to pupils on their work following the agreed policies in the Staff and Departmental Handbooks with regard to such matters as programmes of study, teaching methods, supporting pupils with Learning Support needs and homework (prep).
- Differentiate teaching according to the educational needs of individual pupils, including those with Learning Support requirements.
- Prepare and deliver engaging lessons in a positive and purposeful learning environment.
- Keep up-to-date records of pupil attainment to inform pupil tracking. Produce individualised reports on the development, progress and attainment of pupils and attend all parents' evenings.
- Advise on and co-operate in the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment. Assist Head of Department in the planning and preparation of new schemes of work and contribute to departmental resource banks.

- Prepare pupils for public examinations and assist with preparation, invigilation and assessment of internal examinations.
- Attend INSET and other opportunities for training and participate in the School's professional development programme.
- Provide guidance and advice to a tutor group, as part of a wider team of year group and House tutors following the expectations set out in the Staff Code of Conduct.
- Supervise pupils as part of a House tutor team; this will include carrying out an evening House duty and occasional Saturday evening and Sunday commitments.
- Maintain good order and discipline among the pupils and safeguard their health and safety both when they are on the School premises and when they are engaged in School activities elsewhere.

In addition to the above, all teachers are expected to play a part in the wider co-curricular life of the School, which includes leading and supporting activities beyond the classroom. Staff are responsible for maintaining good order and discipline among the pupils, and all staff share a responsibility to safeguard pupils, and to ensure pupils' health and safety.

We strive to ensure that our staff body reflects the diversity of our pupil body. We therefore encourage candidates from ethnically diverse backgrounds. Appointments will be made on merit.

Development and Support

Professional development and learning sit at the heart of our school, and the successful post-holder will be joining a vibrant intellectual community. They will receive bespoke, individualised support from their line manager and access to our comprehensive professional development programme.

Our teaching body is collegiate and supportive. The Common Room is welcoming and staff wellbeing is prioritised. The School has a full-time Health Centre as well as a Wellbeing Centre, Counselling Service and a resident Chaplain.



Diversity and inclusion

Haileybury is an equal opportunities employer and is committed to treating all employees and applicants equally irrespective of any protected characteristic.

The School is committed to its strategy of diversity and inclusion and encourages applications from staff with diverse backgrounds. In this way, the School wishes to enrich the collective knowledge and experience of its staff body with a broad range of lived experience. Staff are encouraged to contribute their ideas and experience in order to help shape a curriculum that explores a range of perspectives, and meets the needs of our diverse pupil body.





HaileyburyUK

Hertford Herts SG13 7NU

01992 706 200

haileybury.com

Registered charity number 310013

