

**MILL HILL SCHOOL**  
*The Ridgeway, Mill Hill, London NW7 1QS*

**INFORMATION ON THE POST OF TEACHER OF PHYSICS**

Required for September 2010 a well-qualified graduate teacher of Physics or a related discipline to join a strong department of five. Physics is a popular subject choice at AS/A2 level and the successful applicant will be expected to teach Physics to GCSE and A Level standard. A willingness to teach another science subject to GCSE would be an advantage but is not a requirement. The successful candidate will be expected to play a full part in the extra-curricular life of the School. The School has its own salary scale. Closing date for applications: 31<sup>st</sup> March 2010.

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**SAFEGUARDING AND THE WELFARE OF CHILDREN**

The School and all staff are committed to safeguarding the welfare of children. The School is registered with the CRB and successful applicants will be required to complete successfully the Disclosure procedure at the Enhanced level. It is the responsibility of every employee of the Mill Hill School Foundation to promote and safeguard the welfare of children, to comply with the Foundation's Policy to safeguard and promote the welfare of children who are pupils at the School, and to report to the Designated Person any concerns relating to the safeguarding and welfare of children.

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**THE SCHOOL**

Founded in 1807, Mill Hill School is an independent co-educational boarding and day school with 680 pupils aged between 13 and 18. The School is situated in a magnificent 125 acre parkland site on the edge of the North London Green Belt. One fifth of our pupils board; there are around 240 pupils in the Sixth Form. The School became fully co-educational in September 1997 and there are now 200 girls in the School. It has twice been awarded *Investor in People* status and is committed to the full induction of all new teaching and support staff as well as their ongoing professional development.

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## **THE PHYSICS DEPARTMENT**

### **Staffing**

The Department comprises five members of staff, with a range of experience and backgrounds. The Department is supported by a Physics technician.

### **Curriculum**

At GCSE, Physics is studied by all pupils. Separate Science Physics is taught on 4 lessons (40 mins each) per week in Y10 and 5 per week in Y11 as part of the Edexcel 360 Science scheme; GCSE Science and Additional Science are taught on 3 lessons per week for each Science subject. Typically two sets (c. 40 pupils) take the triple award, with the remainder taking the dual award course. Pass rates in Science overall have shown a steady improvement in recent years; in 2009 the overall pass rate at GCSE science was 97%, with 47% A\*/A grades.

At AS/A2 level Physics is a popular subject choice. We follow the AQA Syllabus A at both AS and A2, and in the U6 students choose which option topic they wish to study. Unit examinations are taken mainly in the May/June of the respective year group. Our A/B pass rate at A level has averaged around 60% over the past 3 years. During the summer term of the Lower Sixth, after the exams, students embark on project work for the remainder of the term. This often involves work from the A2 course, but is ultimately the students' choice.

Each year a significant number of our Upper Sixth leavers go on to read physics, engineering, or a related subject at university, following in the path of the distinguished Old Millhillian and Nobel Prize winner Francis Crick.

### **Accommodation and Resources**

The Physics Department is located on the ground floor of the Science Department. There are four practical laboratories, and a fifth laboratory is planned for September to accommodate increased numbers at A level. There is also a departmental office and a preparation room. The Department is well equipped with projectors, computers and a full range of apparatus. An extension to the Science Block, offering enhanced and additional laboratory and associated accommodation is part of the School's development plan.

The Department actively seeks to promote the study and enjoyment of Physics and also runs a number of weekly workshops for pupils, to support and develop pupils' performance.

## **Teacher of Physics: Person Specification**

The successful candidate will be able to demonstrate the following:

- A strong academic background, with at least a good honours degree in Physics or a related discipline and, ideally, a PGCE.
- An awareness, understanding and, ideally, experience of issues relating to safeguarding the health, welfare and safety of children
- High personal and professional standards
- Positive working relationships with colleagues and ability to work as a member of a team
- The ability to take responsibility and show initiative
- Good time management and organisational skills
- A thorough knowledge of the subject and an interest in current developments
- The ability to use a variety of teaching and learning styles
- The ability to convey infectious enthusiasm for the subject
- Experience in the use of ICT to support the teaching of science
- The ability to manage practical classes effectively and safely
- Motivation to work with children and young people
- The ability to form and maintain appropriate relationships and personal boundaries with children and young people
- A positive attitude to use of authority and maintaining discipline

## MILL HILL SCHOOL

### JOB DESCRIPTION FOR CLASSROOM TEACHER

1. To teach to the syllabus prescribed by the Head of Department/Faculty, using the scheme of work drawn up for the Department and to prepare pupils for tests and examinations, using revision programmes, past examination papers etc. as appropriate.
2. To plan and prepare work as appropriate.
3. To maintain records of work covered for each set taught.
4. To set prep on a regular basis, following the School's prep timetable in the Lower School and according to the Head of Department's guidelines in the Sixth Form.
5. To mark pupils' work regularly and to keep a record of each pupil's marks in a mark book.
6. To monitor pupils' attendance at lessons and to follow up absences in writing with the appropriate Housemaster/mistress.
7. To provide a written report on each pupil at Half Term (on internal Report Card) and at the end of each term (full reports).
8. To keep classrooms, laboratories and equipment used in good order and to report any damage/faults etc. to the appropriate person (usually the Head of Department/Faculty).
9. To contribute to the overall work of the Department e.g. drawing up schemes of work, setting examination papers, participating in Field Trips or Exchange visits, covering classes for absent colleagues as directed by the Head of Department/Faculty or by the Headmaster.
10. In the case of absence, to notify the Head of Department or Faculty and the Deputy Head (Academic) and to set work for classes needing to be covered whenever possible.
11. To attend all staff meetings called by the Headmaster and Parents' meetings of all year groups taught.
12. To keep abreast of developments in his/her subject area and to support the Department's contribution to the relevant targets of the School Development Plan by attending appropriate INSET and other courses