

# SEVENOAKS SCHOOL

## JOB DESCRIPTION



### Appointment of Teacher of Biology *Full Time* *from September 2024*







## The School

Founded in 1432, Sevenoaks enjoys a global reputation as a centre of academic excellence and a flagship school for the International Baccalaureate. A co-educational day and boarding school, it offers a stimulating, intellectually demanding and balanced education for over 1200 students from ages 11 to 18.

Sevenoaks is one of the world's leading IB schools, having taught the International Baccalaureate for over 40 years. For nearly 20 years, all Sixth Form students have taken the IB Diploma, with consistently outstanding academic results which are testament to the school's experience of and commitment to the programme.

Sevenoaks is the top large-cohort IB school in the UK and among the top five globally. In recent years it has been the second highest achieving large-cohort IB school in the world. Sevenoaks is also the top co-ed all-IB boarding school in the UK, according to Best Schools (Education Advisers Ltd), and features in their top ten IB Boarding Schools list for 2022. The Sunday Times named Sevenoaks School Co-educational Independent Secondary School of the Year in 2023.

In 2023, the average Diploma score was 39.0 points, about eight points above the world average. The Higher Education department supported applications of 246 students to universities in the UK, USA, Canada, Europe and Hong Kong

with an outstanding 93 per cent progressing to their firm choice university. The majority attend Oxbridge, London universities, or other Russell Group universities such as Bristol or Durham. We support about 20 per cent of our students with applications to international universities, with increasing numbers going to North America, specifically Ivy League and top universities in the United States.

Academic excellence is achieved by bright, motivated students, inspired by highly qualified and dedicated teachers in well-resourced classrooms. Sevenoaks delivers a broad, balanced programme of study through exciting teaching. Strengthened by wise pastoral care, Sevenoaks students work hard to satisfy their natural curiosity and extend themselves far above and beyond the core curriculum. The school's international outlook promotes the principles of tolerance and open-mindedness. Regular assemblies, tutor group meetings and a programme of talks help to foster the social and emotional welfare of our students, while a long tradition of service and local and international charity projects advances a core set of values across the student body.

Ambitious but principled, confident and compassionate, our students are prepared for leadership in an ever more complex world.

'Tough for any university not to be an anti-climax after Sevenoaks.' Good Schools Guide.



We employ hundreds of staff who work in a wide range of different departments. The school is one of the largest employers in the local area and aims to be an employer of choice for top staff from around the world. All Sevenoaks staff are encouraged to enjoy facilities such as our sports centre and pool, attend performances at our performing arts centre, and get involved in service activities within the local community. We strive to promote the positive mental and physical health of all staff, and are committed to ensuring that equity, diversity and inclusion are at the very heart of our culture and community. We believe every member of the school community should feel welcomed, included and valued. .

## The Campus

The school is situated in the Kent market town of Sevenoaks and has a prime position at the top of the high street. The 100-acre site, which includes several listed buildings and attractive gardens, is beautifully landscaped and adjoins the medieval deer park of Knole. London is only a 30-minute train ride away and the school is in commutable distance from several Kent towns including Orpington, Tonbridge, Tunbridge Wells, Bromley, Kings Hill and Dartford.

Recent developments on campus include a superb sports centre, a state-of-the-art performing arts centre, a world-class Science and Technology Centre and a Global Study

Centre for the Sixth Form. Our campus has earned several architectural awards, including two RIBA National Awards (2019, 2022).

With eight distinctive and comfortable boarding houses, our boarding community is fun, friendly and busy.

## Teaching at Sevenoaks School

Teaching here is immensely rewarding: we work in high-performing teams towards a shared endeavour. Everyone appointed to teach at Sevenoaks School is expected to engage actively in all aspects of our broad and well-rounded education, across a six day week, with lessons on Saturday mornings and sport in the afternoons.

We want all our students to enjoy their subjects, to be inspired by their teachers and to become independent, lifelong learners. Teachers are enthusiastic and well-qualified graduates. We have an exceptionally lively, talented and committed staff body. We welcome applications from experienced teachers and newly-qualified teachers, but can also provide training including PGCE for those joining the profession at whatever stage. All new staff undertake a comprehensive induction programme. Sevenoaks is committed to supporting its staff with training and professional development tailored to staff needs and interests.

All teachers are involved in proactive pastoral care. All teachers participate in the co-curriculum and, as our outreach activities expand,





contribute to our work with local students and schools. Teachers at Sevenoaks are innovative and forward-thinking many are involved in the Institutes of Teaching and Learning, Higher Education and Professional Insight, and Service and Partnerships, shaping further development and initiatives for students and staff alike.

## Curriculum

At every stage, we offer a broad, deep, and integrated curriculum. Every student is encouraged to be curious, creative, critically aware, and to develop his or her passion and talent to the full. Life is fast-paced, dynamic, and expectations are high. At the same time, the school seeks to cultivate in its students the habit of reflecting on their learning, and on how they contribute to society more broadly. Ambitious and principled, confident, and compassionate, our students are prepared for leadership and teamwork in the wider world.

Regular assemblies, tutor group meetings and a programme of talks help the social and emotional understanding in our students, and a long tradition of voluntary service and local and international charity projects advances a core set of values across the student body.

In Years 7-11 all students take courses in critical thinking developed by the school. The Middle School Diploma, launched in Year 9 in September 2017, recognises the learning that takes place both within and outside the classroom and

is built around seven core values: creativity, independent learning, critical thinking, international understanding, collaboration, self-awareness, and social responsibility.

All of the 460-plus Sixth Form students pursue the International Baccalaureate Diploma, a programme the school has delivered for 40 years. The Diploma is the best preparation for university and for work in a world of global competition. Even more important, it genuinely develops a rich inner life in our students, opening their minds to connections and possibilities within and across the subject disciplines.

It is no surprise that our students leave Sevenoaks to study a wide range of courses in the UK and around the world. Each year all leaving students progress to the world's top universities, including Oxford and Cambridge, and around one in five take places at leading US and international universities. They do so with an enlarged capacity for independent thought and intellectual risk-taking, a strong appetite for learning, and equipped with the skills and personal qualities conducive to a happy and successful life.

## The Biology Department

The Biology department forms a key part of the Science and Technology faculty. Sevenoaks is virtually unique in the UK in that all our students study at least one Science for the entirety of their secondary education – three to



Year 11 and at least one in the Sixth Form. At present there are eleven Biology teachers in the department, who are well-served by two full-time laboratory technicians. The new state-of-the-art Science building opened in September 2018, and all sciences are located together in one building. The department is well equipped, with laboratory apparatus, digital microscopes, data-logging hardware and software, and enjoys the resources to carry out a large range of practical investigations. Moreover, the school grounds and adjacent rural areas offer ample scope for ecology fieldwork and enrichment.

There is a collaborative spirit within the department and ideas, resources and responsibilities are shared. All students entering the school at 11+ or 13+ are taught the three sciences and all students in Year 11 are entered for the Edexcel IGCSE Biology Examination. Biology is a popular Sixth Form choice and typically there will be up to ten sets (up to about 110 students) studying the International Baccalaureate course at either Standard or Higher Level in each of the two years. In addition to learning a challenging syllabus, they must complete a piece of individual coursework exploring an area of Biology creatively, whilst adhering to the strict parameters of the scientific method and academic conventions. Biology teachers guide the students through this process, advising them on the use of a wide range of data processing and statistical techniques for primary and secondary source analysis. Academic achievement is very high, with many students

each year going on to study Natural Sciences, Medicine, Biological Sciences and other Biology-related degrees at Oxford, Cambridge, Imperial and other leading universities.

Students are encouraged to broaden their view of Biology through attending lectures given by external speakers within school, at venues in London and through online platforms. Weekly enrichment sessions are run by members of the department, to introduce students to topics and experiments that go beyond the scope of the syllabus. In addition, many Sixth Form students take part in the Biology Olympiad. The department offers an annual expedition at the end of the summer term for Lower Sixth students where they collect ecological data, learn about conservation and immerse themselves in local culture. In previous years the department has visited Mexico, Madagascar, Transylvania, and Croatia. During term time we offer regular enrichment sessions, including microscope and dissection workshops, and in the holidays, we run a Gifted and Talented Summer School for Year 5 primary students.

## The Post

We are seeking a Full Time Teacher of Biology. The successful candidate will be an enthusiastic and well-qualified graduate who will contribute to the development of Biology at Sevenoaks and be capable of stretching and inspiring motivated students, instilling a passion for the subject. The post involves teaching Biology across the year





groups and ability ranges, delivering engaging and inspiring lessons which foster curiosity and discussion. The ability to offer a second science at eg Y7-9 may be an advantage. We would welcome applications from experienced teachers who have a track record of success with the most able students, or from suitably qualified individuals who are new to the profession but who possess enthusiasm for the subject and an ability to distil this in their students. The opportunity to train for PGCE may be available. A commitment to excellent pastoral care, enriching co-curricular activities and outreach activities is also expected.

## Note

This job description is not intended to be a comprehensive statement of procedures and responsibilities, but instead sets out the principal expectations of the school in relation to the post holder's professional responsibilities and duties. We are looking for an individual who is adaptable, flexible and willing to carry out the wide range of duties that are likely to be required to make a success of this role.

## Benefits

- Free school lunch.
- Free parking.
- Membership of the school's fitness centre.
- Membership of a Pension Scheme is available.
- Cycle to work scheme.

- Employee Assistance Programme.
- Other benefits such as free or subsidised tickets for school music and theatre productions and access to an employee discount scheme.
- Fee remission policy (terms apply).

## Child Protection

All staff have a responsibility for promoting and safeguarding the welfare of children with whom they come into contact and are required to adhere to and ensure compliance with the school's Safeguarding Policy Statement at all times. If, in the course of carrying out their duties, a member of staff becomes aware of any actual or potential risks to the safety or welfare of children in the school, they must immediately report their concerns to the Deputy Head (Pastoral).

## Offer Conditions

Sevenoaks School is committed to safeguarding and promoting the welfare of children, therefore, the offer of employment is subject to the satisfactory completion of a number of background checks including but not limited to an enhanced DBS check with Children's Barred List check, the taking up and verification of references and the verification of career history and fitness to undertake the role. The complete list of required checks will be provided to the successful candidate.



## Health and Safety

Under the Health and Safety at Work Act 1974 and subsequent legislation, the school is obliged to provide you with a work place and working conditions which so far as is reasonably practicable, are safe and without risk to health. You are required by health and safety legislation to take reasonable care for your own health and safety and for the health and safety of others.

## Information for applicants

Sevenoaks School has its own generous salary scale. Further information about the school can be obtained from the school's website: [www.sevenoaksschool.org](http://www.sevenoaksschool.org), including more about working at Sevenoaks: [www.sevenoaksschool.org/work-at-sevenoaks](http://www.sevenoaksschool.org/work-at-sevenoaks).

Applicants should complete the application form in full. Note that Part 6 must show a complete history of employment, and should continue on a separate sheet of the application form if necessary.

Please submit your completed application form, covering letter and CV by e-mail or post to:

The Human Resources Department  
Sevenoaks School  
High Street  
Sevenoaks  
Kent TN13 1HU

Tel: 01732 467740;

email: [pa@sevenoaksschool.org](mailto:pa@sevenoaksschool.org).

Applications should be submitted by **Midnight Wednesday 6 March 2024**.

**The school retains the right to interview suitable applicants and appoint before the deadline.**

At Sevenoaks School our mission is to ensure that students secure their full potential. We prepare young people for life in a modern, global society and seek to provide every student with excellent role models. Having a diverse staff enhances our school community and we warmly welcome applicants from all backgrounds.