



Assistant Curriculum Lead/Teacher of Geography Applicant Pack

PROUD TO MAKE SUCCESS HAPPEN

Dear Applicant,

Thank you for your interest in applying to work at Uxbridge High School. It is a privilege to lead this school, and I am excited to share my ambition to provide a gold standard education. This appointment is crucial in fulfilling that ambition.

If you possess determination, drive, and moral integrity, we offer an exciting opportunity to be part of a fantastic school with a golden future. Uxbridge High School is a highly successful co-educational academy for students aged 11-18. The school is very popular and has grown considerably over the years, reflecting a rising trend in educational achievement. As the new Principal, I have chosen the colour gold for our logo to symbolise our ambition and commitment to the highest standards in everything we do. Our enrolment now stands at over 1,300 students, including 220 in our sixth form. We are a school of choice and are oversubscribed in all year groups.



We have much to celebrate, including a strong local reputation and a diverse, happy student body. Our staff are highly committed, enjoying very high levels of support, professional development, connection to a common purpose and a sense of community. We are based on an open and green campus which includes a range of state-of-the-art buildings and facilities.

At the heart of the school is its distinctive ethos and vision. Our **PROUD** values of positivity, respect, open-mindedness, uniqueness, and determination define our work. These values provide aspiration and structure for every student, whatever their starting point. We are proud to be a truly comprehensive school preparing students for life in modern Britain.

Academic performance is very good, across the school including the sixth form. We continue to recognise the importance of ensuring all students fulfil their ambitions and potential whatever these might be. They leave school as **PROUD** students with doors open for a bright future.

We have created a culture where staff and students are determined and committed to creating an environment where all can thrive. We hope you relish the opportunity to lead in a school which all stakeholders are proud to be involved with. We need leaders who are committed to nurture the ambitions of all students, right through the school until they are committed to their own aspiration and have the independence to apply to university, work as an apprentice, or excel in a unique field of their choice. Every endeavour and every aspiration are valued and celebrated. As a leader, you will ensure our teachers deliver lessons which give students the knowledge and skills, they need to be successful, but also create experiences that build character, positivity, and happiness. You will ensure students have positive attitudes in the classroom and beyond.

If our school priorities align with yours, I would welcome your application to join a school that creates optimism for the next generation. I very much look forward to reviewing applications in our search for the right person to lead Uxbridge High School into the future.

On behalf of the school, thank you for your interest in Uxbridge High School.

Louisa Seymour
Principal

Our School

Uxbridge High School is a vibrant, forward-thinking school that celebrates the academic, social, and emotional growth of each student. We take pride in our diverse, committed student body, supportive staff, and strong relationships with the wider community. As a truly comprehensive and multicultural school, we embody the spirit of modern Britain, valuing every child's unique journey and success.

Uxbridge High School Academy Trust believes in creating an environment that allows employees to be at their best. This is known by the community as our **gold** standard. Our commitment to our people, how we value and treat staff is set in our [People Strategy](#).

The Role

We are seeking two talented and committed individuals to join our successful Humanities department at Uxbridge High School: A Geography Teacher and an Assistant Curriculum Leader for Geography. Whether you're an ECT ready to inspire students or an experienced teacher looking to take the next step in your career, we offer an ambitious, supportive environment where your contribution will make a real impact.

As a Geography Teacher, you'll deliver engaging lessons across Key Stages 3 to 5, helping students explore and understand the world around them. You'll join a passionate department that values creativity, collaboration, and academic rigour.

For the Assistant Curriculum Leader role, we're looking for someone with proven classroom success and a desire to lead. You'll work closely with the Curriculum Leader to help shape the vision and delivery of Geography across the school, supporting curriculum development, raising attainment, and mentoring colleagues.

Uxbridge High School is a vibrant, inclusive school with a strong commitment to staff development and student achievement. We are part of The Uxbridge Learning Trust, offering excellent CPD, clear career pathways, and the opportunity to be part of a forward-thinking community.

Closing Date: Thursday 15th May, midday

Start Date: September 2025

Contract: Permanent, Full Time

Salary: Main/Upper Pay Scale (Outer London Weighting) A senior position of Assistant Curriculum Leader of Geography will be available to a candidate with relevant whole school experience. This role will pay TLR 2A.

How to Apply:

- Completed application form on our [website](#)
- Include in the application your supporting statement (two A4 pages) outlining why you believe that you have the right skill set to undertake this role successfully. Please be sure to relate to the person specification and include examples of impact and evidence.

Should you have any questions about this role, please contact Danielle Fuller, Recruitment Officer on 01895 234 060 or recruitment@uhs.org.uk.

Uxbridge High School is committed to safeguarding and promoting the welfare of children and young people. All appointments will be subject to receipt of satisfactory enhanced DBS check and pre-employment checks.



"To be part of an amazing school like this, you have to be PROUD. These values are part of everything we do and we are positive, respectful, open minded, unique and determined at all times. I feel so lucky to be at this school."

Mariam Razaie – Year 7



UXBRIDGE HIGH SCHOOL PERSON SPECIFICATION: TEACHER - GEOGRAPHY

Criteria

Qualifications / Education / Training

1. Qualified Teacher Status / PGCE or working towards.
2. First degree.
3. Evidence of continuing and recent professional development.
4. Further degree.*

Experience

5. Successful teaching experience at either school(s) or on main teaching practice.
6. Track record of good or outstanding lessons.

Skills, Knowledge and Abilities

7. Ability to be an imaginative and effective teacher and to relate well to children.
8. Ability to teach all ability groups, meeting the needs of all students including those with SEN.
9. Ability to teach Geography across the school up to and including A Level.
10. Ability to teach one or more of Humanities subjects: Psychology, Sociology, History, RE at KS3/4.*
11. To have an updated knowledge of the delivery and assessment of the national curriculum.
12. Ability to maintain high levels of student engagement.
13. Ability to manipulate data and to access and maintain electronic records and reports.

Equal Opportunities

14. Commitment to equal opportunities and inclusion.
15. Ability to promote and support the school's Equality and Diversity Policy.

Disposition

16. Ability to work hard with competing deadlines, prioritising appropriately and maintain good humour.
17. To be interested in children as individuals, in how they learn and be committed to the comprehensive ideal.
18. To believe in the importance of teamwork and a collaborative approach, and be able to build supportive working relationships with colleagues both within and outside the curriculum area.
19. A willingness to commit time to extra-curricular activities.
20. Demonstrate an innovative, diligent, "can do" attitude.
21. Energetic and enthusiastic, with a naturally positive outlook.
22. A willingness to be involved in curriculum development.

*desirable



UXBRIDGE HIGH SCHOOL JOB DESCRIPTION: TEACHER - GEOGRAPHY

Responsible to:	Curriculum Leader
Grade:	Unqualified/Main / Upper Pay Range (inclusive of Outer London Weighting)
Overview of role expectations	
In this role you will carry out the professional duties of a school teacher (as specified in the Teachers' Pay and Conditions Act) in accordance with any directions which may reasonably be given by the Principal / Leadership Team line manager / Curriculum Leader.	
Responsibilities and Tasks.	
1.	Teaching and Learning <ul style="list-style-type: none">To plan and prepare courses and lessons.To teach, according to their educational needs, the students assigned to you, including the setting and marking of work as per the marking policy, including homework.To assess, record and report on the development, progress and attainment of students.To have regard at all times to the curriculum for the school.
2.	Other activities: <ul style="list-style-type: none">To promote the general progress and well-being of individual students and any class or group of students assigned to you.To provide guidance and advice to students on educational and social matters and on their further education and future careers.To make relevant records and reports including those for communicating and consulting with the parents of students.To communicate and co-operate with persons or bodies outside the school.To participate in meetings arranged for any of the purposes described above.To be involved in extra-curricular school activities.
3.	Assessment and Reports: <ul style="list-style-type: none">To provide or contribute to oral and written assessments, reports and references relating to individual students and groups of students.
4.	Appraisal: <ul style="list-style-type: none">To participate in arrangements made in accordance with the Uxbridge High School Appraisal Policy.
5.	Review, Further Training and Development: <ul style="list-style-type: none">To review from time to time your methods of teaching and programmes of work.To participate in arrangements for your further training and professional development as a teacher.
6.	Educational Methods: <ul style="list-style-type: none">To advise, participate and co-operate with Curriculum Leaders and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.
7.	Discipline, Health and Safety: <ul style="list-style-type: none">To maintain good order and discipline among the students and safeguard their health and safety both on and off the school premises.To act in accordance with school policies on health and safety issues.

8.	Staff Meetings: <ul style="list-style-type: none"> To participate in meetings at the school as necessary.
9.	Administration: <ul style="list-style-type: none"> To participate in administrative and organisational tasks related to such duties as are described above, including the management or supervision of persons providing support for the teachers in the school and the ordering and allocation of equipment or materials. To attend assemblies, register the attendance of students and supervise students, whether these duties are to be performed before, during or after school sessions.
10.	Cover: <ul style="list-style-type: none"> To cover for absent colleagues when unforeseeable circumstances arise and to suit the business needs of the school.
In addition, the role includes adherence to all safeguarding and other policies and procedures in place at Uxbridge High School and regular contact with students, parents, other staff employed at the school, school governors and outside bodies. You will work under the reasonable direction of the Principal / Leadership Team line manager / Curriculum Leader.	
Name of Post Holder: _____ Signature: _____	
Date: _____	



UXBRIDGE HIGH SCHOOL JOB DESCRIPTION: ASSISTANT CURRICULUM LEADER GEOGRAPHY

Responsible to:	Curriculum Leader, Leadership Team Line Manager, Principal
Grade:	Main / Upper Pay Range (inclusive of Outer London Weighting) TLR 2A
Overview of Assistant Curriculum Leader role expectations	
In this role you will be support and assist the Curriculum Leader / Leadership line manager in the delivery of the curriculum by aiming for conditions in which teachers can operate at their optimum effectiveness so that all students achieve their full potential.	
Responsibilities and Tasks.	
As Assistant Curriculum Leader, in addition to carrying out the professional duties specified in the Teachers' Pay and Conditions Document. You will be responsible to the Curriculum Leader, Principal and Leadership Line Manager for the following specific areas:	
1.	Curriculum Development: <ul style="list-style-type: none">To plan, co-ordinate and monitor parts of the curriculum within the curriculum area as delegated by the Curriculum Leader / Leadership Line Manager.To manage and review aspects of the curriculum to maximise student progress.To oversee the production of dynamic schemes of work, incorporating a range of teaching and learning styles, including use of ICT and approaches to differentiation.To co-ordinate developments relating to key stage developments.
2.	Raising Student Achievement: <ul style="list-style-type: none">To assist the Curriculum Leader with planning, co-ordination and implementation of procedures for assessment, recording and reporting, including grouping criteria and exams.To assist the Curriculum Leader in completing work reviews and monitoring follow up actions.To assist the Curriculum Leader to promote a purposeful and thriving learning environment within the curriculum area which aims to raise student expectations and self-esteem.To implement appropriate interventions to tackle under achievement and progress of identified groups and students.To assist the Curriculum Leader with regular learning walks and work reviews to support staff development and student progress.
3.	Staff Development: <ul style="list-style-type: none">To support the Curriculum Leader / Leadership Line Manager in managing the development of staff in accordance with whole school, curriculum area and individual needs.
4.	Other Management Roles: <ul style="list-style-type: none">To deputise for the Curriculum Leader and meet with the Leadership Team line manager on matters concerning their Curriculum Area.To represent their Curriculum Area as necessary within the school and at meetings with governors, parents, inspectors, other secondary schools, etc.To co-ordinate, promote and be involved in extra-curricular activities.To assist the Curriculum Leader to manage and monitor the resources available and to allocate any devolved budget.To assist the Curriculum Leader to manage and monitor the application of the school behaviour policy within the curriculum area.To support beginner teachers or other members of the curriculum area to ensure high quality teaching.

	<ul style="list-style-type: none"> • To contribute to the overall management of the curriculum area, deputising when necessary for the Curriculum Leader. • To ensure resources are prepared to support cover supervisors delivery of lessons within curriculum area.
<p>In addition the role includes a teaching load. Adherence to all safeguarding policies and procedures in place at Uxbridge High School.</p>	
Signed: Date:	Name of post-holder:



UXBRIDGE HIGH SCHOOL PERSON SPECIFICATION: ASSISTANT CURRICULUM LEADER GEOGRAPHY

Qualifications / Education / Training

1. Qualified Teacher Status / PGCE or working towards.
2. First degree.
3. Evidence of continuing and recent professional development.
4. Further degree.*

Experience

5. Track record of good or outstanding teaching.
6. Ability to teach within the curriculum area across the age and ability range and to teach Subjects up to and including A Level.
7. Clear evidence of successful teaching at examination level with outcomes exceeding school targets / NA.

Skills, Knowledge and Abilities

8. Evidence of good organisational skills.
9. Good interpersonal skills.
10. Good written, research and communication skills.
11. Ability to manage resources effectively.
12. Ability to motivate and effectively manage students in large numbers and individually.
13. Ability to communicate effectively, motivating and influencing staff, students, parents and all stakeholders.

Equal Opportunities

14. Commitment to equal opportunities and inclusion.
15. Ability to promote and support the school's Equality and Diversity Policy.

Disposition

16. Flexibility, resourcefulness and commitment to Uxbridge High School, understanding collective responsibility.
17. Ability to work hard with competing deadlines, prioritising appropriately and maintain good humour.
18. To be interested in children as individuals, in how they learn and be committed to the comprehensive ideal.
19. To believe in the importance of teamwork and a collaborative approach, and be able to build supportive working relationships with colleagues both within and outside the curriculum area.
20. A willingness to commit time to extra-curricular activities.
21. Demonstrate an innovative, diligent, "can do" attitude.
22. Energetic and enthusiastic, with a naturally positive outlook.
23. A willingness to be involved in curriculum development.

*Desirable

PROUD TO MAKE SUCCESS HAPPEN

Our Vision

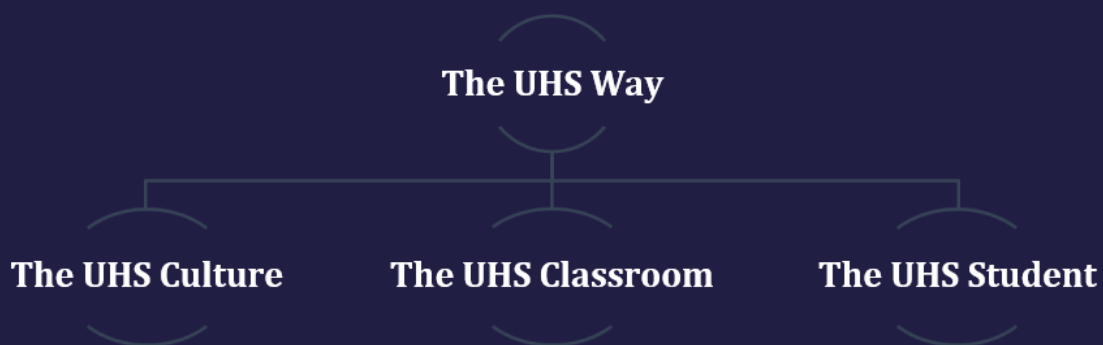
Uxbridge High School is a happy and ambitious school which enriches individuals academically, socially and emotionally.

The UHS Way

We develop the whole student in a safe, inclusive, and supportive environment. We nurture students' ambitions ensuring all are **PROUD** of their success.

The UHS Way is the foundation to everything we do, ensuring we:

- Provide exceptional learning experiences.
- Cultivate excellence in each student.
- Have a safe, respectful and happy community.
- Prepare students for future opportunities as global citizens.



Uxbridge High School students are **PROUD** to be:

POSITIVE to learn new knowledge and thrive on developing their skills.

RESPECTFUL and kind to all members of our school community and its environment.

OPEN MINDED and happy about all new opportunities.

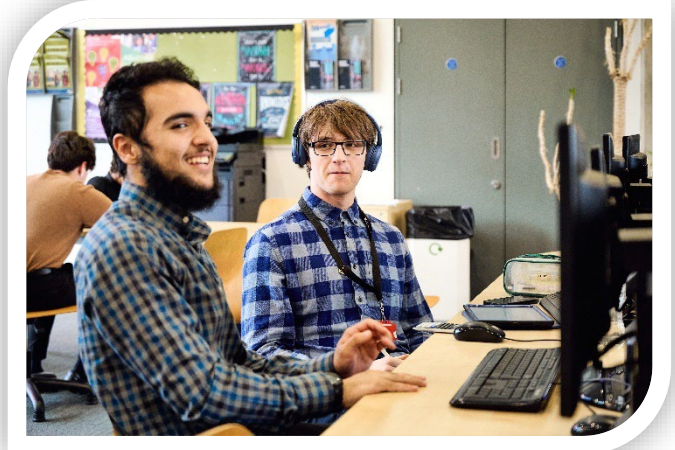
UNIQUE in their demonstration of skills and talents.

DETERMINED to achieve their best in all areas of the curriculum.

Benefits & Rewards

Uxbridge High School employees benefit from:

- **Early finish on Fridays** (our students are dismissed at 1.00 pm)
- **We support flexible working:** 16% of our staff work flexibly (including 9% of teaching workforce and 37% of associate staff).
- We support **the work life balance** and **have family friendly policies:** we give our staff three paid days of special leave for medical appointments and three paid days for childcare/emergency leave.
- We offer **private health care** which includes: 24/7 GP and mental health helplines, medical diagnosis and treatment, physiotherapy, cancer support, social care advice and wellbeing hub, rewards and benefits.
- **July start for Early Careers Teachers**, paid induction for new starters, paid duties, interest free travel loans, interest free loan for ECTs (up to £1500), financial support for higher and further education.
- **Staff events:** Christmas lunch and end of year event, sport days.
- **Staff wellbeing:** staff wellbeing group, yoga sessions on site, running club, five annual INSET days to deliver exceptional CPD with TOIL days for twilight INSET which gives staff longer Christmas and Easter holidays, wellbeing is our appraisal target, Occasional Day off in Autumn.



TESTIMONIALS

Celebrating Our Dedicated Educators



“ From the moment I joined the staff, I felt welcomed and supported by colleagues. Everyone here is committed to fostering a collaborative and inclusive environment, which greatly enhances our ability to provide the best education our students. It's a joy to work in a place where open communication and mutual respect are the norms. ”

Campbell Hurst - Science Curriculum Lead

“ Working at Uxbridge High School is an incredible opportunity because of its supportive and collaborative environment that fosters professional growth. The school's commitment to innovative teaching methods and continuous improvement ensures that both teachers and students thrive. Additionally, the strong sense of community and dedication to student success make Uxbridge High School a truly rewarding place to work. ”

Fatima Latunji Jones - Head of Learning Year 10



“ Uxbridge High School is a supportive and positive environment. Both staff and students are determined and enthusiastic, meaning that the curriculum is regularly adapted to inspire and encourage all learners. ”

Emmy Griffin - English Teacher

FURTHER INFORMATION

We have energetic and dedicated teachers, middle leaders, and senior leaders at Uxbridge High School. The board of trustees is well established and is resolved to drive and support our future development.

We value the dedication of our staff and are mindful to create a work environment that ensures well-being and supports productivity in the classroom. Uxbridge High School was one of the first schools to fully partner with Teach First. We continue to support new recruits into the profession and value the energy that they bring. We are innovative, creative and flexible in our recruitment and development of all staff.

Our Facilities

We are fortunate to have an open campus with extensive playing fields. Our original school building, dating from the early 1900s, is still in use and is complemented by a range of more modern buildings. You will work in an exceptionally well-maintained school with high-spec specialist classrooms, laboratories and facilities.

Our most prestigious accommodation includes an excellent £6m sixth form centre, a state-of-the-art full size indoor sports facility and a new £2.1m art, drama and music centre.

Our Partnerships

To ensure the best opportunities for our students we have strong relationships with several local universities and partner schools in Hillingdon, nationally and internationally. We also work closely with organisations such as Teaching Leaders, Teach First, Be Her Lead and the Royal Shakespeare Company.

Our Website and Social Media

You can find out more about our work by looking at our public profile. Our website www.uhs.org.uk and a selection of our social media accounts, linked below, give a fantastic insight into the extensive opportunities that form such a valuable part of our curriculum and are used widely by parents and other stakeholders:

- twitter.com/uxbridgehighsch
- [instagram.com/uxbridgehigh](https://www.instagram.com/uxbridgehigh)
- www.facebook.com/uxbridgehighsch

We also have a LinkedIn page, giving updates and current vacancies:
www.linkedin.com/company/uxbridgehighschool/

Our Location

Uxbridge is in the London Borough of Hillingdon in West London. We are in an urban area with a rapidly expanding population, but have easy access to the green spaces surrounding London.

The school is close to Uxbridge town centre, which is served by bus and tube links to central London, and has easy links from Hayes and West Drayton which is served by the Elizabeth Line. The M4 and M25 motorways link us to the national road network and Heathrow Airport provides global connections.





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