

For September 2026



CANDIDATE INFORMATION

Teacher of Mathematics

Part time 0.6

Westbrook Hay



Our mission is to develop academically successful, community minded, self-confident and well rounded individuals who are well prepared for their futures.

Westbrook Hay is a thriving co-educational independent day school. Pupils enjoy a broad curriculum, achieve excellent results and have the all-important confidence to succeed.

The school roll is currently at a record high of around 380 pupils and in September 2023 announced that it is growing its Senior Section of the school from Year 8 to Year 11 and will begin offering GCSEs. From September 2026 we will welcome our first Year 10 cohort.

Our ethos is to be a welcoming, inclusive community that provides the best for, and expects the best from us all.

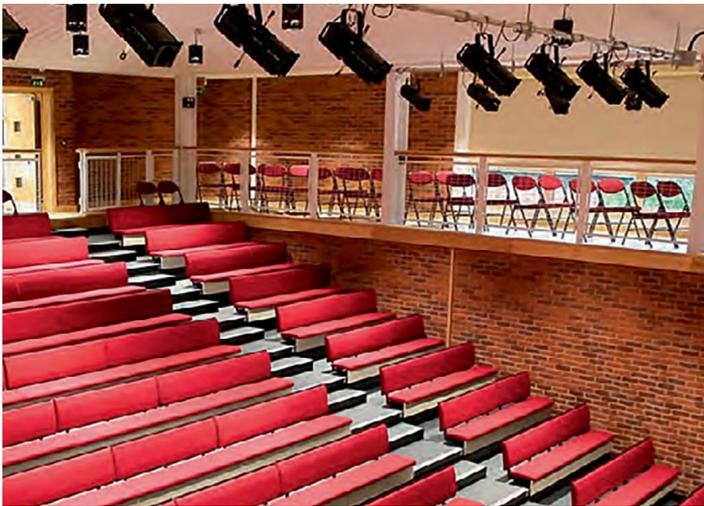
The school is well known locally for its warm and welcoming atmosphere. This is something we cherish and, even though we are potentially going to grow slightly in size, we do not want to lose this ethos.

We believe our ethos separates us from larger competitor schools in our locality. This ethos is generated by the staff and their relationships with the pupils and parents. It has been regularly described as 'friendly and professional'.

We are seeking an enthusiastic and dedicated Teacher of Mathematics to join our busy mathematics department. The successful candidate will deliver engaging and challenging lessons, working with pupils predominantly in our Senior school. This role requires a highly motivated, proactive professional with the initiative to contribute to the development and growth of the department, ensuring inclusive practice and high-quality support for all pupils



Our History



Westbrook Hay School, founded in 1892 by Augustus Orlebar in Bedford, has evolved over 130 years, relocating and renaming itself multiple times. Originally a small establishment with just two pupils, it grew under successive leaderships and moved to its current location at Westbrook Hay in 1963. It transitioned from a boarding school for boys to accepting day pupils and girls in the late 1970s.

Located between Berkhamsted and Hemel Hempstead in Hertfordshire, the school's beautiful location boasts 26 acres of parkland overlooking the Bourne Valley. For example, the school has a purpose-built Pre-Prep and has very recently upgraded many of its specialist facilities. The Performing Arts Centre, added in 2016, offers

impressive provision for dance, drama and music. Our new specialist facilities include two Science Laboratories with a prep room, a refurbished and modernised DT Workshop, a new ICT suite, an extended and upgraded Art Centre, six new changing rooms, and a state-of-the-art Food Technology room. These are in addition to our Sports Hall, Swimming Pool and modern, spacious classrooms.

Under various heads the school has expanded and modernised, while continuing to prepare students for prestigious senior schools such as Bedford, Berkhamsted, Haileybury, Millfield, Stowe and St Albans. The school now moves into a new phase of development becoming an all-through school to 16.

Long Term School Strategy

In September 2023, Westbrook Hay announced that it is growing its Senior Section from Year 8 to Year 11 to begin offering GCSEs.

The decision was made in reaction to the changing local market, from a position of financial strength and due to demand from current and prospective parents.

This process has started extremely well with record numbers of pupils joining into Year 7 and new starters into Year 8. Our First Year 9 cohort are now in place and thriving.



Structure of the School

The school is growing to form three main sections



Pre-Prep: for pupils from Nursery to Year 2, this section of the school is two form entry and consists of approximately 140 boys and girls.

Prep: for pupils from Year 3 to Year 6, this section of the school is two or three form entry and consists of approximately 190 boys and girls.



Seniors: currently just Years 7, 8 & 9 this section of the school consists of approximately 85 boys and girls. Under our long term strategy we have added Upper Seniors, Years 9 to 11, with the aim of having around 40 pupils in each year group.



Academics at Westbrook Hay

At Westbrook Hay we are dedicated to nurturing each pupil's uniqueness. This spans from their formative years and continues into their GCSE years where we take pride in providing an environment where well-rounded individuals can flourish and succeed.

Academic life at Westbrook Hay encourages effective, life-long learning habits, through a broad and engaging curriculum. Key to our academic success is the fact that every pupil is well-known in our close-knit community. Classes are small and our teachers ensure that they do all they can to support pupils with their learning on an individual basis.

All senior pupils enjoy a large programme of weekly sport. Alongside weekly sessions in PE, where pupils also have the opportunity to swim in the outdoor pool, pupils spend three afternoons a week playing sport. Our core sports of Cricket, Football, Netball and Rugby are the focus of Games sessions, which include fixtures against other schools.

GCSE Programme

In their time at Westbrook Hay, pupils are given the opportunity to fully explore a wide curriculum, which promotes academic rigour and curiosity. Within our GCSE Programme, our goal is to offer a diverse array of options that allows each pupil to leverage their strengths, while enjoying a broad range of experiences. English, Maths, Science and the Humanities (Geography, History and RS) form the core of our GCSE curriculum, with each pupil encouraged to take a total of nine GCSEs.

While GCSE results are important, we understand that academic success holds different meanings for different people. In a world where external pressures on young minds are prevalent, Westbrook Hay provides a supportive and nurturing atmosphere in which to take GCSEs.

Enrichment

Pupils enjoy a wide variety of enrichment activities and go on regular trips to enhance their learning in a variety of subjects. Recent visits include Shakespeare's House, Harry Potter Studios, Hertfordshire Zoo and Hazard Alley. In Year 9 all pupils will take their Bronze Duke of Edinburgh Award, with many choosing to go on and work towards Silver in Year 10. We also offer an exciting programme of residential trips that will develop pupils' courage, independence and curiosity. These become progressively more adventurous as they move through the school. Year 3 start with 'Cosy Camping' under canvas on the school site and Year 6 finish with four nights away on a cultural trip to France. Pupils in Years 7 - 9 are offered the opportunity to go on a ski trip, a sports tour and an international trip, rotating on a yearly basis. Recent trips have included visiting Iceland, Rome and a football tour to Barcelona.

Additional to curriculum Drama and Music, Senior pupils choose to audition for one of our choirs, musical ensembles or dramatic productions. Many take part in the 'Performance Pathway', from playing to their peers to performing in an end of term concert. The Westbrook+ after school programme offers clubs such as athletics, dance team, LAMDA, cricket nets and art. By giving our pupils plenty of choice, we know that we are providing them with opportunities to try something new, find their niche and to thrive.

Scholarships

For those entering Year 7 and Year 9, we offer scholarships to the top performing candidates who demonstrate outstanding ability in Academics, Art, Drama, Music, Performing Arts and Sport. Once awarded, Year 7 and Year 9 scholarships are carried forward until the end of Year 11.

Overview of the Role

We are seeking a dedicated and enthusiastic Teacher of Mathematics to join our growing department. The successful candidate will primarily teach pupils from Year 7 upwards, with the possibility of some initial teaching in Key Stage 2 as the school continues to expand. We are particularly interested in candidates with a proven track record of securing strong GCSE outcomes, not only in terms of high grades but also through excellent value-added, ensuring that pupils of all abilities achieve their full potential.

This part-time role offers the opportunity to contribute to the development of a forward-looking mathematics department, working with pupils across a range of abilities and supporting high-quality learning throughout the senior school. You will deliver well-structured, engaging lessons, provide targeted support where needed, and play an active role in shaping the curriculum as the school grows.

Currently the role requires the successful candidate to be present in school 5 days a week, as Mathematics is taught daily and there is not the provision to share classes with another teacher.

The role will involve planning and delivering high-quality mathematics teaching, supporting pupils' progress through effective assessment and feedback, and contributing to the wider academic life of the school. You will work collaboratively with colleagues to develop resources, refine schemes of work, and ensure a coherent and progressive approach to mathematical learning.

The ideal candidate will demonstrate a strong commitment to excellent classroom practice, have outstanding communication and organisational skills, and be able to inspire confidence, curiosity, and resilience in young mathematicians. You will also work closely with parents and colleagues to support pupils' progress and maintain accurate records in line with school expectations.

This is an exciting opportunity to join a vibrant and supportive school community, helping to shape the future of Mathematics teaching as the school continues to grow. The role offers the chance to influence curriculum planning, develop innovative resources, and make a meaningful difference to pupils' learning across the school.

Learning Support Department

All staff at school are supported by the work of our flourishing Learning Support Department which puts in place support for pupils who have an identified learning difficulty or specific need. Through the department, pupils will gain on-going and practical support, this will vary and change as they grow through their time at the school. The Head of Learning Support monitors the progress of pupils, ensuring that lessons are appropriately differentiated and that the pupils' needs are met within the classroom. A continuous cycle of observation and feedback means that pupils with a range of learning needs are fully supported, making excellent progress.

Job Description

The purpose of this job description is to outline the main responsibilities of the Teacher of Mathematics. It is not restrictive and includes any other reasonable requests that may arise.

The safety and well-being of the children in School is paramount at all times. The Teacher of Mathematics is responsible for promoting and safeguarding the welfare of children for whom they are responsible, or with whom they come into contact. The Teacher of Mathematics will adhere to and ensure compliance with the School's Child Protection Policy at all times. If in the course of carrying out their duties, the Teacher of Mathematics becomes aware of any actual or potential risks to the safety or welfare of children in the School, it is their responsibility to report any concerns to the school's Designated Senior Lead for Child Protection or the Head.

The Teacher of Mathematics will be line-managed by the Head of Mathematics.

Academic and Pastoral

- Have a deep understanding and knowledge of the Maths National Curriculum, GCSE Maths and Further Maths
- Teach Mathematics as required to a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying academic and pastoral needs
- Ensure that pupils are well prepared for public examinations
- Administer both formative and summative assessments and monitor the progress of pupils
- Encourage each pupil to reach their academic potential through enthusiastic and personalised teaching, tailored stretch and challenge and rigorous record keeping
- Ensure individual reports are written for each child in accordance with reporting guidelines and ensuring relevant deadlines are met
- Manage the time of colleagues providing learning support in class, such as a Teaching Assistant
- Plan and structure exciting and imaginative schemes of work to ensure that pupils are appropriately challenged, make strong progress and are enthused and inspired by their lessons
- Ensure that all Schemes of Work are in place and up-to-date as in structured by the Head of Mathematics
- Actively promote Mathematics to parents and prospective parents
- Be prepared to teach Mathematics in Prep (Key Stage 2) if required

Relationships with Key Staff

- Report academic progress to Head of Mathematics and Senior Academic Lead, participate in Pupil Progress Meetings and curriculum reviews
- Report pastoral concerns to the Senior Pastoral Lead and follow the school's Behaviour Management Policy
- Work collaboratively with the Head of Mathematics through planning and delivering schemes of work, attending meetings and organising trips and events relevant to the subject
- Liaise with the Head of Learning Support to ensure that those pupils requiring support are identified and provided for

Other Responsibilities

- Attend and contribute positively to all meetings to which they are required to attend
 - Attend Speech Day, Open Mornings and other relevant whole school events
 - Be prepared to teach other subjects and be a Form Tutor if required
 - Be proficient in, and supportive of, using technology to support learning
 - Complete all policies relevant to the role
 - Complete all risk assessments relevant to the role
 - Maintain full and informative records as per school guidelines, such as the completion of Significant Conversation Forms etc.
 - Organise any events, clubs, competitions and trips linked to their year group
- Participate in co-curricular school activities including clubs, day and residential trips
 - Potentially combine the role with other responsibilities from different tiers of the school's leadership and management structure
 - Provide teaching cover as required throughout the school
 - Undertake any reasonable additional task in respect of the needs of the school at the request of the Headteacher

No job description can cover all aspects of a role and consequently responsibilities are likely to evolve and change overtime.



Person Specification

Skills, Experience, Qualifications, Knowledge and Personal Attributes

All staff at Westbrook Hay are expected to embrace and demonstrate in their professional lives the School's values of courage, independence, integrity, reflective learner, responsibility and togetherness.

Essential: the attributes, skills, qualifications and experience that a candidate **must have** in order to be considered for the role.

Desirable: those that would **strengthen an application** but are not strictly necessary.

Advantageous: nice to have, but not a key requirement of the role.

Qualifications and Knowledge

Educated to degree or equivalent level	Essential
QTS or PGCE	Essential
Evidence of ongoing professional development	Essential
Knowledge of safeguarding requirements within a school	Essential
Proven track record of delivering academic success in Mathematics and Further Maths at GCSE	Essential
Experience of teaching Mathematics in Key Stage 2	Desirable

Skills and Experience

Experience as a Form Tutor or other pastoral care experience	Desireable
Ability to make accurate and productive use of assessment	Essential
Ability and enthusiasm to teach both boys and girls	Essential
Ability to nurture and develop an ethos of high standards, personal fulfilment and academic success	Essential
A strong commitment to inclusion, safeguarding, and promoting the welfare of all pupils	Essential
Ability to plan time effectively and meet deadlines	Essential
Ability to problem solve and offer solutions	Essential
Ability to work within a dedicated and hardworking team	Essential
Effective management of pupil behaviour	Essential
Excellent administrative and organisational skills	Essential
Excellent communication skills to a range of audiences	Desirable
Experience of working in an 'all-through' school	Desirable
Experience of working in the independent sector	Desirable
Experience in self-evaluation and contributing to school development plans	Desirable
Experience, or being willing, to teach a second curriculum subject	Desirable
Experience, or being willing, to coach sport	Desirable

Salary and Benefits

The salary will be competitive and dependent on experience.

What can we offer you?

- A fantastic team of staff to work with and be a part of
- Commitment to continuing professional development
- Enhanced Family Leave
- Cooked lunches and refreshments throughout the day provided
- Membership of the Employee Assistance Programme
- Opportunities to attend events organised by the Staff Social Committee
- Receipt of a 'golden ticket' for assisting with an overnight event, which enables staff to apply for a half day of leave either in the morning or afternoon
- Small class sizes, a beautiful rural location and excellent facilities
- 50% fee remission is offered (pro rata) for children of school staff subject to availability of place
- The security and opportunity that comes from working in a school that is part of a charitable group of school (Mill Hill Foundation)



Application and Recruitment Process

The appointment is for September 2026, although the school may wait until the following term for the right candidate.

Key Dates

Application Deadline: Tuesday 17 March 2026

Interviews: Held w/c Monday 23 March 2026

Please note that we are unable to accept applications unless they are made on our own application form. Due to the number of applications the School receives shortlisted candidates will be contacted to be invited for an interview.

The Mill Hill Education Group reserves the right to interview candidates ahead of the closing date and applications will be considered as they are received.

The Mill Hill Education Group is committed to safeguarding the welfare of children. As part of our Recruitment Checks, the appointed candidate will be subject to a Social Media and Enhanced DBS Check.

The schools apply for an Enhanced Disclosure from the Disclosure and Barring Service (DBS) for all positions at the schools which amount to regulated activity. The role you are applying for meets the legal definition of regulated activity with children.

If you are successful in your application you will be required to complete a DBS Disclosure Application Form. Employment with the schools is conditional upon the schools being satisfied with the result of the Enhanced DBS Disclosure. Any criminal records information that is disclosed to the schools will be handled in accordance with any guidance and/or code of practice published by the DBS. It is an offence for a person barred from working with children to apply for this post.

The Mill Hill Education Group is committed to Equal Opportunities and welcomes applications from all sections of the community.

Successful applicants will also be expected to keep up to date with annual safeguarding training, DfE guidance and School specific safeguarding information.

If this new opportunity sparks your enthusiasm and you wish to be part of our team, please click the button to complete your Application Form.

[APPLY](#)

Compliance Requirements



The appointment is subject to satisfactory pre-employment checks in accordance with DfES guidance, to satisfactory references, satisfactory clearance from the DBS, proof of identity and qualifications and a satisfactory medical report. Westbrook Hay is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All successful applicants will be required to undergo child protection screening including checks with current and previous employers and the Disclosure & Barring Service.



Westbrook Hay
London Road
Hemel Hempstead
Hertfordshire
HP1 2RF

Telephone 01442 256143

Email charlotte_hearne@westbrookhay.co.uk