



# **WALTHAMSTOW SCHOOL FOR GIRLS**

## **CANDIDATE INFORMATION PACK**



**Walthamstow School for Girls**

**Church Hill, Walthamstow, London, E17 9RZ**

**0208 509 9446**

**[www.wsfg.waltham.sch.uk](http://www.wsfg.waltham.sch.uk)**

### **School Prospectus**

**<https://www.wsfg.waltham.sch.uk/prospectus>**

### **School Improvement Plan**

**<https://www.wsfg.waltham.sch.uk/attachments/download.asp?file=3315&type=pdf>**

**Candidates are encouraged to visit the school website for additional information:**

**<https://www.wsfg.waltham.sch.uk/>**

WELCOME TO

# WALTHAMSTOW SCHOOL FOR GIRLS

Thank you for your interest in applying to Walthamstow School for Girls.

WSFG is an oversubscribed, highly successful state comprehensive, with a proud history of educating girls since 1890. We are passionate about education being a vehicle for promoting equality and our mission is to empower young women to become leaders of the future. Although we are an Outstanding School, achieve exceptional outcomes and have consistently been in the top 10% of schools nationally for progress and attainment, our focus is on developing exceptional young women, not just on academic achievement. We want to recruit staff who actively embrace diversity and inclusion and who are committed to social justice as part of the state comprehensive system.

We actively value staff and students, both their development and the contribution they make to shaping the future direction of the school. Our vision and values, created with a range of staff, students, parents and governors, along with our School Improvement Plan, demonstrates our commitment to staff and student wellbeing, distributed leadership and creating robust systems, founded on evidence-informed practice. I have included a summary in this pack so that you have a 'flavour' of our key priorities.

As you read through our prospectus and this information pack, you will see what a unique school we are: characterised by a commitment to developing lifelong learning, a strong sense of 'family' and community and our values of courage, compassion, aspiration and integrity.

Making the right choice of school is important at any stage in your career. We hope that this applicant pack provides you with an insight into our school which goes beyond reports and statistics. We are looking for someone who shares our values, is ambitious for young people and who is passionate about both their subject and the transformational power of education. If you are energetic, hardworking and want to inspire our students, we would love to hear from you.

We look forward to welcoming you.

Helen Marriott

Headteacher



## OUR VISION AND VALUES: WHAT DO WE STAND FOR?



Our school motto, 'Neglect not the gift that is in thee', expresses our desire to nurture the individual talents of every child. We achieve this through inspirational teaching and learning, exciting extra-curricular opportunities and strong partnerships with parents and carers.

Student and staff experiences when learning, working and leading at WSFG are underpinned by the principles of our school vision. Our vision is to:

- Foster a lifelong love of learning
- Look after ourselves and treat others with kindness and respect
- Embrace our diverse community and value our environment
- Empower everyone to make courageous choices
- Celebrate each unique gift

Our school values of courage, compassion, aspiration and integrity were developed by a group of stakeholders, including students. They sum up the character we seek to develop in everyone in our school community.

The logos for our school values were designed by our students. We actively promote our values through the pastoral curriculum and assemblies, through our School Improvement Plan and our rewards system.



We understand that students cannot thrive without strong pastoral support. This begins with highly-skilled form tutors who get to know their tutees, work in partnership with parents and deliver stimulating tutor time activities. Experienced and knowledgeable Heads of Year support form tutors, students and families so that we can 'bring out the gift' in all of our girls. Where students need additional support, we have robust systems for meeting their needs, including planned interventions, our Wellbeing Hub, key workers, learning mentors and a school counsellor.

## WHY TEACH AT WSFG?

Walthamstow School for Girls is a fantastic place to work. This is reflected in our high staff retention rates, with a number of current staff having served over 20 years with us.

Our students are a pleasure to teach: they are keen to learn and grasp any additional opportunities to broaden their education and experiences. Visitors to the school remark on the calm and productive atmosphere, students' curiosity and engagement and their exceptional attitudes to learning. Above all, they are kind and they understand the importance of caring for one another as part of our family values.

Heads of Faculty lead on the curriculum in their areas because they are best-placed to do so as subject specialists; teachers are encouraged to experiment with a range of approaches to teaching. Across the school, there are consistent systems for structuring teaching and the curriculum through learning journeys, schemes of learning and the use of our WSFG Learning Principles. Our staff are subject specialists who plan collaboratively and actively develop their subject knowledge, for example through our partnership with the Princes' Teaching Institute.

Our CPD is structured so that staff have choices about their CPD pathways. Internal CPD is bespoke. Most staff will choose from options based around our school priorities, such as Leave No Child Behind, Make Learning Magic or All About Assessment. Others will benefit from self-study such as PTI leadership and subject development courses, NPQs or National College training. We are also part of the Haringey Education Partnership which offers a wide range of CPD, ranging from pastoral support, subject-specific training to leadership development.

All new teaching staff have a comprehensive induction programme and ECTs benefit from support from experienced mentors and links to other schools through UCL / IOE and Red Kite / Haringey Education Partnership.



Other benefits of working here:



- One of the lowest teaching time contact ratios in London, demonstrating that we have chosen to invest in our staff
- An understanding that work-life balance is important, including a commitment to staff wellbeing in our School Improvement Plan
- In addition to making allowances for staff to have cover for family events, we have been piloting a whole school approach to flexible working which will be rolled out across the school in 2025 – 26, providing most staff with the opportunity to work flexibly during PPA time at least once per fortnight
- Home and Family weeks: termly non-meeting weeks throughout the year to support with reduced workload and staff wellbeing
- No report writing
- Beautiful school grounds, including staff terrace (in summer!)
- The possibility of flexible working contracts (37% of our staff are part-time)
- Regular wellbeing surveys and wellbeing slots in staff meetings; member of SLT with responsibility for staff wellbeing
- 97% of staff say the school is a happy and enjoyable place to work; 95% feel their professional contribution is valued; 73% feel they have a good work-life balance. This compares very favourably with the TES national Wellbeing report where only 20% of staff felt their workload was manageable.
- Employee Assistance: free 24-hour confidential counselling, help and information service
- Staff organised activities including a running club, yoga and Boxfit exercise sessions
- Cycle 2 work scheme
- Staff working in schools in Waltham Forest, regularly using computers, are eligible to apply for reimbursement towards some of the costs associated with eye tests and glasses
- Free on-site parking
- Lunch or breakfast provided on INSET days
- Free tea and coffee in the staff room
- Staff benefit from preferential admission criteria for their daughters.



## What do our staff say?

**In our most recent Staff Wellbeing survey, 97% of staff agreed or strongly agreed that our school is a happy and enjoyable place to work.**

“As a new member of WSFG, I found every member of staff to be so **kind, approachable and incredibly supportive**. It made the transition of starting a new role much easier knowing there is such a welcoming network of teachers.”

“The staff community is as **kind as it is inclusive, as skilled as it is passionate, as welcoming as it is supportive**. **Working at WSfG has significantly increased my passion for teaching**. As an Early Career teacher, this has had a huge impact on my professional development.”

“Working at WSFG is a **wonderful experience**. It allows me to learn from different cultures, which enriches the soul, and the warm atmosphere from all the staff makes every day **enjoyable and inspiring**.”

“WSFG is a **fantastic, exciting and supportive** place to work. All staff at WSFG are committed to bringing out the gift in every child, as well as supporting each other to be the best we can possibly be. As a new member of staff I have found **settling in extremely easy**, in part due to the easy-to-follow policies, and also because of the high level of support I have received from my colleagues. “

"I enjoy working at WSFG. I like the fact that our colleagues are from a **diverse community**, but we always manage to **work as one team**. In WSFG there are many activities and I am really lucky to see students' potential and their talent. **This is a result of everyone's teamwork!**"

"Working at WSFG is a wonderful opportunity: it has **enriched my professional and personal development**. **The atmosphere is unique, the staff are lovely and the children are friendly, curious learners**. I have felt **incredibly well supported by my work colleagues**: support staff, teachers, my faculty leader and SLT.”

## What do people say about us?

### Ofsted (December, 2024):

#### "Pupils receive an exceptional education"

When Ofsted visited at the start of December, 2024, they told us that we have maintained standards from the previous inspection and that the school remains Outstanding. We are so proud that our community is described in such glowing terms as: **‘exceptional... highly aspirational... a culture where all are valued... excellent... skillful... ambitious... impressive... high-quality.’**

‘Our students were recognised as showing **‘great commitment to their learning... polite and courteous... highly respectful... highly supportive...excellent ambassadors... pupils’ behaviour is exceptional ... they are impressive communicators and have wonderful attitudes to learning... (they) have strong voices to influence important aspects of the school’s work.’**

**‘Leaders, and those responsible for governance, work effectively together to promote a culture of continual improvement that has sustained the school’s high performance. There is exceptional support for ongoing professional development, and workload is well-considered. This helps to ensure that staff are best placed to provide an ambitious and high-quality education for pupils. Staff are immensely proud to work at this school.’**

Read the report for yourself here: <https://reports.ofsted.gov.uk/provider/23/103103>

### Parents and Students:

**“I have loved my time at WSFG!** Everything from lessons to extracurricular activities and students to staff has been amazing.”

"Thank you so very much for the most **amazing care and education** that my daughters received whilst at WSFG."

"My daughters **excelled academically, thrived emotionally and developed the confidence** to go on and **challenge themselves**, stepping into new opportunities, building on the foundations that their experience at the school established."

"There were **so many amazing teachers** who made a real impact on them both... **We feel very lucky** that the girls were able to attend the school."

'My last 5 years at WSFG have been a rollercoaster that I wouldn't alter for anything. I am delighted with my GCSE results, but more than that the **confidence, experiences, knowledge and friends** I have gained during my time here. I will forever miss the **feeling of community here** and will look for it in other places. Thank you WSFG and good luck to all the year 7s joining the 'family' - go make some memories.'

"**We have been so impressed and truly grateful for the level of care and nurturing** that our daughter received whilst at WSFG. Her experiences have been wide and varied and she definitely put her heart into all she did whilst at the school. We are incredibly proud of her efforts, and her GCSE results are testimony to this."

"The SEN support has been absolutely outstanding. **Fantastic communication** with us, lots of support for my daughter in class, a calm area that students can access at breaks and lunch. All the teachers and LSAs I have spoken to have been **really warm and caring**".

"I don't think I'll ever be able to express my gratitude to this school and the teachers for everything they've done and the constant support they've given. **And if there is one thing the school has taught me, it's this: if you believe in yourself, you can accomplish any dream you set your mind to.**"



# PRE-EMPLOYMENT CHECKS

We are committed to Safer Recruitment practices and procedures and shortlisted applicants will be questioned about their commitment to the safeguarding of young people. The successful candidate will be subject to an enhanced DBS clearance.

If you are successful at interview and are offered a post at Walthamstow School for Girls we will be required to carry out a number of pre-employment checks. All offers of employment are conditional on these checks being satisfactorily completed.

The checks completed are:

## **Identification documents**

All staff are required to provide proof of their identity and that they have the right to work in the UK.

EEA Citizens are required to provide evidence of their immigration status in the UK to be eligible to work. You will need to provide the school with this evidence before a provisional offer of employment can be made.

## **Online / Social Media Checks**

As recommended in Keeping Children Safe in Education 2022, online searches are carried out on all shortlisted candidates at Walthamstow School for Girls. The searches are carried out to identify any issues or incidents that have happened, and are publicly available online, which the school might want to explore with the candidate at interview. If you are shortlisted you will receive a link to complete an online check prior to interview.

## **Criminal Record Checks (DBS)**

All offers of employment are subject to a satisfactory Enhanced Disclosure from the Disclosure and Barring Service DBS (formerly the Criminal Records Bureau CRB). Full information relating to this check and the Rehabilitation of Offenders Act 1974 is included in our New Starter Information Pack, issued with offer letters. You will be asked to complete and return a Disclosure of criminal background form prior to interview.

Please note any information provided on your application form in the Disclosure and Criminal Background section will only be viewed by those who need to see it as part of the recruitment process. Any information disclosed will be treated in strictest confidence.

## **Employment history and references**

On your application form it is important that you provide your full employment history including information regarding any gaps in your employment. References will be requested, prior to interview, from the information provided on your application form. We reserve the right to seek further references deemed appropriate and references are verified on receipt.

If you are currently employed in a school we will request a reference from your current Headteacher.



## Overseas Checks

If you have worked overseas in the last 10 years or are working on a Tier 2 Sponsorship certificate you will need to provide the school with an overseas criminal record document.

If you are unable to provide an overseas criminal record certificate you must provide a letter which details your attempts to obtain the certificate and confirms why this has not been possible. This information will then be reviewed and a decision made as to whether an offer of employment can be made.

## Qualifications

If your role requires you to hold a professional qualification you will be asked to provide evidence in the form of original certificates. Copies of these will be held on your Personnel file.

## NCTL Checks (Teaching staff only)

All teachers are checked against the NCTL central register, this includes a Prohibition check.

## Pre-Employment Health Check

All staff will be asked to complete a pre-employment health questionnaire. Any information that is disclosed as part of the health check will only be shared with relevant key members of staff and will be treated in the strictest of confidence.



Please follow the links provided below:

Safeguarding:

[Safeguarding Policy 2024.docx](#)

Keeping Children Safe in Education:

[Keeping children safe in education 2024 part one.pdf](#)

LBWF Guide for employing people with criminal records

[POLICY STATEMENT ON RECRUITING EX-OFFENDERS AND SAFEKEEPING OF DISCLOSURES.150716714.pdf](#)

LBWF Applicants Guide to Prevention of Illegal Working:

[APPENDIX\\_17\\_Applicant\\_guide\\_to\\_illegal\\_working.pdf](#)

LBWF Safer Recruitment Guidance

[WF Safer Recruitment Guidance notes \(advertising\).doc](#)

LBWF Equalities Policy Statement and Equality Act 2010 guidance

[WF Equal Opportunities Policy Statement \(advertising\).doc](#)

LBWF Equal Opportunities Policy Statement

[APPENDIX\\_21\\_Equal\\_Opportunity\\_Statement v2.pdf](#)