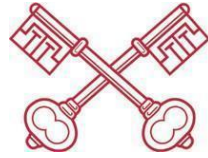


Chandlings
PREP • OXFORD



RADLEY
SCHOOLS GROUP

Head of Maths

Information for Candidates



Closing date for applications is Thursday 7 May 2026 8.00pm
Interviews week commencing 11 May 2026.



The Why

We believe every child carries a sparkle of possibility – a sparkle that, when nurtured, can grow into something extraordinary. Each day is a step further on a magical journey that will not only prepare pupils for the future but will also empower them to create it.

Chandlings exists to harness this sparkle, to guide children to truly discover who they are, and to help them grow the skills and character to fulfil their wildest dreams. And, the best bit of all, we ensure they have lots of fun whilst getting there.

The How

We foster self-belief, promote curiosity and build resilience. Our children are inspired to be resourceful, adaptable and creative, in an environment where we balance opportunity with well-being. They are given the time and space to be children, within a community that celebrates diversity in tandem with individuality. We are proud of our ability to gain outstanding academic results whilst providing the opportunities for a wide breadth of co-curricular activities, all underpinned by an award winning pastoral care.

The Where

Set in over sixty acres of beautiful Oxfordshire countryside, Chandlings Prep is an Independent co-educational day school for girls and boys from 2-11 years old. Situated just 20 minutes from the centre of Oxford, 10 minutes from Abingdon and just off the A34, we are easily accessible from across the county. We have purpose-built, bright, modern classrooms with extensive and impressive facilities including specialist art and design, music rooms and science labs, as well as two school halls. We have a full size Astroturf, netball and tennis courts, rugby and football pitches, an archery range, a 9 hole golf course, a swimming pool, a low-ropes course and a riding school. The extensive grounds offer woodlands, lakes, playing fields and lots of space to play and explore for both staff and pupils.



CANDIDATE SEARCH

We are delighted to invite applications for the position of Head of Maths at our vibrant and ambitious prep school.

This is an exciting opportunity for an excellent classroom practitioner to lead and shape the strategic direction of Mathematics across the school. The successful candidate will inspire a love of the subject, drive high academic standards, and support colleagues in delivering engaging and innovative lessons. Alongside departmental leadership, you will also take on the valued role of Form Tutor, guiding and supporting a group of pupils in their academic progress and personal development. An ability to help coach sport is desirable but not essential.

A warm, approachable manner and a well-timed sense of humour are key characteristics; while excellent teaching is vital, the best teachers are also fuelled by laughter in the corridor, perspective on busy days, and the ability to smile when the photocopier jams five minutes before a lesson.

KEY RESPONSIBILITIES

Strategic Leadership

- Lead and develop a clear vision for Mathematics across the school.
- Review and enhance the Maths curriculum to ensure breadth, challenge and continuity, from Year 1 to Year 6.
- Monitor standards of teaching and learning within the department.
- Use data effectively to track pupil progress and inform planning.
- Prepare pupils for entrance examinations and scholarship where relevant.
- Report to the Head of Teaching and Learning and SLT where necessary

Teaching & Learning

- Teach Mathematics to a high standard across Key Stage 2 (and potentially Key Stage 1).
- Model excellent classroom practice.
- Differentiate effectively to support and stretch all learners.
- Foster problem-solving skills, mathematical reasoning and confidence.
- Promote enrichment opportunities such as Maths challenges and competitions.

Department Management

- Support and mentor colleagues teaching Mathematics through lesson observations, book looks and the sharing of contemporary research and thinking about the teaching of Mathematics.
- Lead departmental meetings and contribute to whole-school academic planning.
- Oversee schemes of work, assessment frameworks and resource development.
- Manage the departmental budget and resources effectively.

Assessment & Reporting

- Ensure robust and consistent assessment practices.
- Analyse performance data and identify strategies for improvement.
- Provide clear and constructive feedback to pupils and parents.
- Write detailed reports and attend parents' evenings.

Pastoral Responsibilities

- Act as a Form Tutor, supporting the academic and personal development of a designated class.
- Build strong relationships with pupils and parents.
- Promote the school's values and positive behaviour expectations.
- Contribute to the wider life of the school, including trips, clubs and events.

PERSON SPECIFICATION

Experience:

- Proven experience teaching mathematics across KS1 and/or KS2
- Strong subject knowledge in mathematics
- Experience of leading or coordinating a subject (or strong readiness to step into leadership)
- Track record of raising attainment and supporting mixed-ability learners

Skills & Attributes:

- Excellent classroom practitioner with the ability to inspire a love of maths
- Strong leadership and organisational skills
- Ability to coach, mentor, and support colleagues
- Clear and effective communication with pupils, staff, and parents
- Ability to analyse data and implement improvement strategies
- High level of planning and curriculum development skills

Desirable

- Experience of preparing pupils for 11+ / entrance exams
- Experience in a similar role
- Experience managing staff or leading a team
- Involvement in curriculum design or whole-school initiatives
- Familiarity with school MIS systems (e.g. iSAMS and CPOMS)

STAFF BENEFITS

EMPLOYEE ASSISTANCE PROGRAMME

Employees have access to the EAP with Health Assured.

EMPLOYEE SAVINGS SCHEME

Employees have access to the VIVUP platform offering a range of shopping discounts.

PENSION

You will automatically be enrolled in the Aptis pension scheme unless you exercise your right to opt out. This offers a minimum 4% and a maximum 8% employee contribution. The employer contribution is double the employee contribution, capped at 16% for teachers. Everyone else: 3% employee contribution and 4% employer contribution.

LUNCH

Staff receive a free lunch every day and drinks and snacks are available throughout the day in the staffroom.

PARKING

Free onsite parking

EYE CARE VOUCHERS

Eligible employees receive free eye care vouchers and contributions towards a new pair of glasses (Ts & Cs apply).

SICK PAY

Eligible employees are entitled to 6 weeks full sick pay in any academic year subject to the Absence Policy

PATERNITY LEAVE

Eligible employees are entitled to 2 weeks full parental leave pay in any academic year subject to the Absence Policy.





THE APPLICATION PROCESS

If you would like to apply for the position please submit electronically a completed application form and a covering letter addressed to Mr Adam Mallins, the Head, to his EA at cpitt@chandlings.org.uk. A CV can be submitted as additional information.

We particularly welcome applicants from Black, Asian and Minority Ethnic groups as well as disabled candidates who are currently underrepresented within the Trust.

All appointments are made in accordance with our [Equality Policy](#) and applicants should let us know of any special needs they may have so that adjustments can be made if required.

Please note, as per the KCSIE 2025 safer recruitment recommendation, references for shortlisted candidates will be requested prior to interview. Should permission be withheld without a valid reason, the invitation to interview will be withdrawn.

Shortlisted candidates will also undergo an online check (including and not limited to social media websites) in accordance with the [KCSIE 2025](#) guidelines paragraph 221 and the Trust's [Safer Recruitment Policy](#)

Safeguarding: All adults working at Chandlings Prep should be aware of and where necessary follow the School's safeguarding guidelines which are in line with the Department for Education's (DfE) and Oxfordshire Safeguarding Children's Board (OSCB) practice and procedures - available online at <https://www.oscp.org.uk/>

The School's Safeguarding Policy is available [here](#)

Appointment Date: September 2026

Hours: 8am - 4pm + some after school duties

Salary: £40,000 - £45,000 depending on experience and qualifications.

Interview Process:

If you are invited to an interview you must bring your Right To Work (RTW) documentation with you to enable our Administration Team to take copies and prepare for any Disclosure and Barring Service checks should you be successful in the interview.

In addition, we require evidence of the following:

- Identity - passport or photocard driving licence
- Address - document from [Group 2b](#) of the DBS List of Valid Identity Documents with current address
- Right to Work in the UK - passport or full birth certificate
- Qualifications - original documents confirming any educational and professional qualifications you refer to in your application
- Overseas Checks - if you have worked or been resident overseas for three months or more in the previous ten years please bring original copies of any overseas police checks that have already been completed.
- If you have changed your name by deed poll or any other mechanism (e.g. marriage, adoption, statutory declaration) you will be required to provide documentary evidence of the change.

All documents must be original copies.

In the event that you are unsuccessful please be assured that photocopies of documents taken will be destroyed.

Interviews are conducted in person and will explore your suitability to work with children. On occasion, applicants will be invited to participate in a preliminary online video interview. Safe recruitment procedures are followed and members of the Senior Leadership Team are accredited.

Any offer of employment will be conditional upon the appointee's fitness to carry out the role. Shortlisted candidates will be asked to complete a questionnaire regarding medical fitness prior to interview.

