

At Rastrick High School we pride ourselves on providing a challenging and creative education.

Children from all backgrounds are welcome at Rastrick High School and we want our students to be inspired and engaged in their learning. Everyone is encouraged to develop their own talents and to contribute to the school, life in the local community and beyond.

We are committed to developing the best teaching possible. We want every lesson to be 'outstanding' and never less than 'good'. As a result, our student outcomes are among the top comprehensive schools in Calderdale and the wider region.

Throughout our school we continually adapt the curriculum to support students from all backgrounds and abilities. We offer a broad range of subjects and pathways along with an excellent range of enrichment activities that aim to produce well-rounded, confident young people. From classroom seating plans to cross-curricular activities and Independent Learning Days, we aim to provide each individual with a learning journey that promotes and sustains a thirst for knowledge.



With around 1600 students and 200 staff, the School continues to grow and we are investing in our facilities and environment accordingly. As a result, this is an exciting time to be joining the school and contributing to its success.



Music and the Arts are central to the life of the School. We offer up to 30 Year 7 students who demonstrate musical talent places on our well-established Talented Musician Development Programme.

This enhances the high quality academic provision offered to all students by our nationally recognised staff, and includes specialist music tuition and regular performance opportunities.

The School has a proven record of sporting success at local, regional and national level. We have links with the National Citizenship Service and the Duke of Edinburgh's Award scheme.

The opportunity

We are committed to offering Rastrick staff the opportunity to advance their career within a supportive academy environment. You will be part of a school with a proven track record in developing skilled practitioners and nurturing excellent future leaders, with unrivalled opportunities for progression.

Whatever your level of experience, or ambition as a teacher or leader, the School offers a structured induction and performance review programme for all staff including weekly CPD focused on improving and developing teaching. Additionally, we offer thorough induction support new staff.



Further support includes:

- A strong student support team made up of teaching and non-teaching staff, which is focused on creating a calm atmosphere so that students are ready and able to learn
- Opportunities to share and develop good practice through weekly CPD sessions, developed to focus on the delivery of outstanding teaching
- Twice-weekly briefing sessions for all staff where accessible and time-relevant pedagogical resources are provided

What we are looking for

We are interested in individuals who are passionate about making a difference. We want to bring people on board who can help us challenge our staff and students and create an exceptional place of learning. We have a strong focus on high standards and aspirations.



In all aspects of school life we aim to **'chase perfection, catch excellence'**, and this underpins our entire ethos



Rastrick staff share the ability to motivate and inspire students to achieve their targets and enjoy working as part of a team.

If that sounds like you, and you want to be challenged in a supportive environment, with good humour and a shared belief that every child can and will reach their potential then please apply to be part of our team.

Benefits

- Onsite car parking
- Cycle to work scheme
- Onsite Nursery - **Smarties Nursery** is conveniently located at Rastrick High School. It employs a qualified teacher in the pre-school room. It has developed teacher-friendly care packages which include childcare vouchers, term-time only options and bespoke childcare for exceptional evening duties.



Smarties Day Nursery was rated Outstanding by Ofsted in January, 2018. It has also been awarded Step 2 of the Steps to Quality QA scheme, and has qualified for Millie's Mark, in recognition of the fact that 100% of staff working directly with the children are qualified in paediatric first aid.

The nursery is open from 7.00am to 6.00pm.

Childcare vouchers are accepted and Staff fees are all tax and NI free under the Workplace Crèche Scheme rules. There are free funded places for children of 2, 3 and 4 years.

www.smarties.rastrick.org



Where are we?

Rastrick is a village in Calderdale, West Yorkshire, close to Brighouse, Elland, Halifax and Huddersfield. The school accessible from Junctions 24 and 25 of the M62, and is just 25 minutes from Leeds and 35 minutes from Manchester.

The nearest railway station is Brighouse, which is less than a mile away. The school is covered by a number of bus routes provided by several operators.

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Rastrick
Brighouse HD6 3XB

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Email: rhs@rastrick.calderdale.sch.uk
Web: www.rastrick.calderdale.sch.uk

Safeguarding Recruitment Statement

All positions at Rastrick High School meet the requirements of exemption under the Rehabilitation of Offenders Act 1974, successful applicants who are offered positions with the school will be subject to a criminal record check (Enhanced Disclosure) from the Disclosure and Barring Service (DBS) before the appointment is confirmed. This check will include details of cautions, reprimands or final warnings as well as convictions. Further information regarding the CRB is enclosed with this application form.

Achievement Manager

Job description

Job Scale/Salary: NJC Scales 5 to 6; Scale points 12 to 22 (actual salary £18940 to £23088)

Hours: Term time only plus training days

BASIC JOB PURPOSE

- To be a visible presence, supporting positive student behaviour around the school during lessons, before and after school and when required, during lunch and break time
- To provide leadership and operational management to an assigned Key Stage or Year Group to enable the school to operate with a safe and calm learning environment
- To mentor and be accountable for the progress of a targeted group of pupils', to enable them to make outstanding academic progress throughout their time at school
- To support the implementation of strategies that improves student attendance
- To support and implement the climate for learning policy
- To collaborate on the implementation of programmes that support identified students, working in partnership with other support and SEN staff
- To support the delivery of programmes, which focus on students' attitudinal and academic development, as identified through relevant evaluation and improvement planning

Reporting to:

Achievement Leader/s and the Senior Team

MAIN RESPONSIBILITIES

1	To be the first point of contact to students and parents through contact by phone or face to face meetings.
2	To record and maintain accurate student records, in line with Data Protection legislation and school policy and procedures.
3	To mentor and build relationships with pupils' and families who are eligible for the pupil premium and /or are identified as vulnerable and/or disadvantaged.
4	To work with families to enable strong and trusting relationships to be built over the time identified students are at the school.
5	To act as a role model and actively demonstrate understanding of school policy and procedures to students, staff and parents.
6	To support process and procedures that monitor attendance and welfare. Where required liaise with other staff to undertake home visits, contacting parents and attending other key meetings.
7	Develop an understanding of student tracking systems that are used across the school so learners and their parents are informed and advised appropriately throughout their learning

8	To use, model and evaluate effective practice and quality assure the processes and systems of self-review, student reviews and working with other staff and agencies who support students (including Local Authority and Government Agencies, Health and Children's Services, Voluntary Groups, Parent & Carer Organisations) to ensure effective communication concerning the maintenance of student's wellbeing.
9	To support and contribute to improvements in behaviour and attendance across the school, in line with the school and Year group improvement plans.
10	To support the administrative organisation of Child Protection referral processes at the school
11	To contribute towards the sharing of information and ideas, and positively promoting and providing guidance on school policy and procedures to tutors. Where there are areas of concern, or potential underperformance with a tutor(s), seek advice and support.
12	To access, monitor and analyse student data to ensure that student tracking is effectively managed across the Year Group and that learners are informed and advised appropriately throughout their learning, particularly transition points.
13	To record and maintain accurate student records, in line with Data Protection legislation and school policy and procedures.

Other Specific Duties:

- To continue personal professional development as required.
- Attend staff and other meetings and participate in staff training and development events as required.
- To actively engage in the performance review process.
- All support staff may be used to perform appropriate duties as and when required by the school, commensurate with the salary grade of that post if it is higher than the employee's current salary.
- To work in the best interests of the school, students, parents and staff.
- To adhere to the school's policies and procedures with particular reference to Child Protection, Equal Opportunities, Teaching and Learning and Health and Safety.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

This job description is current at the date shown, but, in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
Qualifications & Experience	<ul style="list-style-type: none"> • experience of working in a busy organisation and dealing with confidential matters • experience of successfully working with young people (of a relevant age) and securing positive outcomes • experience of working in an educational environment • experience of using a range of IT packages 	<ul style="list-style-type: none"> • 5 or more GCSE's (or equivalent) at C or better, including English and Maths or extensive relevant experience • Experience of working with young people with SEN • Ability to deal sensitively with people and resolve conflicts
Knowledge & Understanding	<ul style="list-style-type: none"> • understanding of equal opportunities issues and the need to treat all students and staff with an equal standard of care • basic knowledge of reward strategies and understanding how these could be applied • a good knowledge of CFL strategies when dealing with parents • understanding of the importance of community/partner/parent agency links 	<ul style="list-style-type: none"> • understanding of Safeguarding and Child Protection issues. • knowledge of the needs of SEN students in academic surroundings
Skills & Abilities	<ul style="list-style-type: none"> • prioritise workload of self and others, balancing different priorities • think creatively and imaginatively to anticipate, identify and solve problems • demonstrate good judgment • achieve challenging professional goals • ability to work in a team • ability to communicate effectively, both orally and in written form with a range of audiences • evidence of planning and organisational skills 	<ul style="list-style-type: none"> • willingness to develop own understanding and capability through advice and training • think clearly in emergency situations • negotiate and consult fairly and effectively • ability to interpret and analyse data
Personal Qualities	<ul style="list-style-type: none"> • an excellent record of attendance and punctuality • commitment to learning • resilience, patience and perspective • set high standards and act as a positive role model for students and staff • seek advice and support when necessary 	<ul style="list-style-type: none"> • reliability, integrity and stamina • respect confidentiality

GDPR Disclaimer: Please note and appreciate that whilst we review all CV's and applications, due to the high volume that we receive on a regular basis, we can only respond to candidates that have been successful with their application. Therefore, if you do not hear from us within 14 working days of your application, please accept that your application has been unsuccessful. In line with the General Data Protection Regulations (May 2018) (replacing the Data Protection Act 1998) we will permanently delete information for all unsuccessful applications and we will not keep candidate information on file for future vacancies at this stage of our process.