



The Purbeck School

Achieving Excellence Together

APPLICATION PACK for Cover Supervisor



Respect, Aspiration, Perseverance





Welcome to The Purbeck School

Thank you for your interest in becoming part of the team at The Purbeck School.

I am obviously a little biased but The Purbeck School is a wonderful place to work. The school prides itself on ensuring that students not only leave with an excellent set of qualifications, but also a set of values based around our core principles of 'respect, aspiration and perseverance'.

We have high expectations of our staff and students and work around the key principles of respect, aspiration, and perseverance. We are looking for committed people who care passionately about education and the welfare and progress of students. This is also an incredibly supportive and friendly school with a very caring pastoral team.

Informal visits are welcomed, or if you have any questions please contact Sarah Penney on spenney@purbeck.dorset.sch.uk

To apply please complete an application form. This can be downloaded online from the school website (www.purbeck.dorset.sch.uk). E-mailed applications are welcome.

The closing date for applications is Noon Friday 26th November, 2021.

I hope you find the information in this booklet useful and I look forward to hearing from you.

Yours sincerely,



Mr Adam Darley
Headteacher



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What OFSTED say

(April 2018)

*'students' progress in the sixth form and overall progress measures in the end of key stage 4 tests have been **very good**'*

*'progress in mathematics in the end of key stage 4 tests in 2017 placed the school in the top 20% of schools nationally, with middle-ability and the most able **pupils achieving significantly above pupils of similar abilities nationally**'*

*'[at key stage 5] overall outcomes for learners are **well above the national average**'*

*'transition from key stage 2 to 3 is **seamless**'*

*'**pupils are learning progressively** in subjects within the five years before taking their end of key stage 4 tests'*

'subject leaders intervene with teachers and pupils, as and when necessary'

'Wise spending of the Year 7 Catch Up funding'

*'**learners are known well as individuals** and are provided with **meaningful careers guidance** so that they leave the sixth form to follow appropriate paths in education, training or employment'*

*'pupils who have special educational needs (SEN) and/or disabilities have **been performing well from their starting points for many years**'*

'you have implemented a planned and cohesive approach to supporting pupils' progress which has benefited disadvantaged pupils....differences are diminishing'

*'you **eliminate any external barriers** and ensure pupils are ready, regardless of personal circumstances, to learn'*

*'**Safeguarding arrangements for the pupils are strong and part of the school's culture**'*

'attendance overall has improved and persistent absence has lessened'

Please read the full report at

<https://reports.ofsted.gov.uk/inspection-reports/find-inspection-report/provider/ELS/113855>

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JOB DESCRIPTION

Job Title: Cover Supervisor

Responsible to: Marie Simmonds, Assistant Headteacher

Salary: Grade 6 £10.21—£10.83 per hour

Actual Salary: £13,455.76

Working Hours— 30 hours per week , term time only plus one inset day.

Permanent position from January 2022.

This post is to supervise and support pupils who are engaged in learning activities during the short-term absence of the teacher. The work will have been set in accordance with school policy.

Candidates are required to know and be able to apply consistently a range of school policies, particularly those regarding health & safety, equal opportunities, behaviour management, child protection and special educational needs (SEN).

You will be required to have the necessary skills to manage classroom activities and be concerned for student progress during the period of supervision.

To understand and be able to use a range of strategies to deal with classroom behaviour as a whole and also individual behavioural needs.

This role would suit someone who is considering training to become a teacher.

PERSON SPECIFICATION

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> 5 GCSEs Grade C or equivalent to include English and Maths 	<ul style="list-style-type: none"> Level 2 in Support work in schools
Experience	<ul style="list-style-type: none"> Experience of working within a school environment Experience of working with young people 	<ul style="list-style-type: none"> Recent Teaching Assistant experience
Skills and Abilities	<ul style="list-style-type: none"> Excellent Communication skills Ability to motivate students to engage in the learning process Ability to work effectively with professionals and parents 	<ul style="list-style-type: none"> Knowledge of some areas of the National Curriculum
Personal Attributes	<ul style="list-style-type: none"> Cheerful and hardworking disposition. Flexibility of working in different subjects Willingness to collaborate as part of a team 	
Other Specific Requirements	<ul style="list-style-type: none"> Able to remain calm yet assertive under pressure 	<ul style="list-style-type: none"> Willingness to take part in after school activities

GENERAL INFORMATION

The Purbeck School is a very successful school, currently celebrating a highly impressive Progress Eight score at GCSE for the third year running, with last year's Year 13 students also attaining record-breaking results. Both sets of results place us as one of the leading schools in the County for both GCSE and A Level.

Once again our students have gone on to study Medicine, Law, Physics and English Literature (to name but a few) at universities including Oxford and many other Russell Group establishments, whilst others have secured highly competitive places on Higher Level Apprenticeships with companies such as Wessex Water and Babcocks.

As a result we have been oversubscribed for the past two years and are continuing to grow as a school. The school currently has around 860 lower school students and 170 in the sixth form, we are ambitious to grow these numbers over the coming years.



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The School

The school has recently undergone a significant £8.5 million building development. As a result, much of the existing school has been transformed and we now boast a new Design Technology block, a suite of highly impressive Science laboratories, an excellent new Learning Resource Centre, a brand new café and canteen and a state of the art Sixth Form Centre. Indeed, all school accommodation is new or has been refurbished since Spring 2015.



Our ICT network currently comprises over 350 networked computers located around the school and in our excellent Learning Resources Centre. All staff have their own laptop computers and a wireless network covers the whole site, allowing sixth form students to access the school network with their own devices.

An outstanding on-site sports centre with a sports hall, bar, floodlit all-weather tennis courts



and astro pitches, gym, dance facilities, squash courts and a six-lane, heated indoor swimming pool is shared with the local community. The sports complex also houses the Wareham Youth Centre with whom we enjoy an excellent working relationship. Full time child care facilities for children up to 4 years are also available on site.



The school has a largely comprehensive rural intake. Our roll includes around 150 in the Sixth Form. We have 72 FTE teachers and 45 FTE support staff. We are fortunate to have expert teaching in all areas of the school and staff turnover is low.



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Location

The Purbeck School is located in a highly desirable area in which to live and work. The school itself is situated in Wareham, a Saxon-walled market town in the central southern area of Dorset known as the Isle of Purbeck. It is a gateway town to the World Heritage designated Jurassic Coast that stretches south west from Swanage to East Devon. We are on the edge of Dorset's wonderful Area of Outstanding Natural Beauty (AONB) and adjacent to Poole Harbour, the world's second largest natural harbour.

Our 1000 students mostly come from the towns of Wareham and Swanage, both tourist and commercial centres, and the neighbouring villages of East and West Lulworth, Corfe Castle, Wool, Bovington and Studland. It is a predominantly rural area of some 200 square miles. The Winfrith Technology Centre, extensive army garrisons at Bovington and Lulworth are all nearby. Throughout this valuable ecological area are many tourist attractions, and the towns of Poole, Bournemouth and Dorchester are within easy reach by car, train or bus and offer good cultural, shopping and sporting facilities.

The school is situated on a fine site sloping down to the River Frome, commanding unspoilt views of the Purbeck Hills. It lies adjacent to the Wareham bypass, about half a mile from the town centre, and has its own extensive playing fields and excellent sporting facilities.



Teaching and Learning

The school is totally committed to ensuring that all its students have the opportunity to flourish. As part of this commitment we have established our teaching and learning around the principles of a Mastery curriculum which premise starts from one that all can succeed given the time and the right instruction. Effective curriculum design and using evidence based teaching techniques are the absolute cornerstones of our teaching and learning. All teaching staff at The Purbeck School are dedicated professionals who take an active part in their own professional development to ensure that their own teaching incorporates the very best evidential practice.

Pastoral Care and SEN

A well-established pastoral care system, based upon our four houses of Swift, Skylark, Kestrel and Kingfisher, provides many opportunities for students to develop their leadership skills and also forms the basis for our healthily competitive academic, sporting and cultural competitions. Students are part of a same-year tutor group, with each belonging to one particular house.

We are committed to an inclusive education and as such provide our students with a range of support through the 'Nest' which comprises of 4 non-teaching staff who support students with the day to day rigours of school. Within the Nest there is behavioural/ mental health/ attendance/ and safeguarding expertise and it is a vital support system for our staff and students.

In addition to an excellent pastoral system we also provide a highly effective SEN provision (Aim High). Our SENCO and team of HLTA/TA's work with small groups and individuals to ensure that all of our students have the very best opportunities to succeed.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We enjoy accredited Healthy Schools' Status and are a completely non-smoking site.

Leadership and Management

The school's Senior Leadership Team comprises the Headteacher, a Deputy Head, six Assistant Heads and the School Business Manager.

The school is organised into curriculum areas and we offer wide choice and diversity. Our curriculum is rich and we provide a wide range of learning opportunities in a variety of contexts through both the formal curriculum and the extra-curricular programme.

The Governing Body comprises 16 governors, including staff governors, who meet termly, as do their sub-committees for Finance, Teaching & Learning, Pay & HR, Student Development and Chairs'.

Achievement

As you will see from our examination results, we continue to work hard to improve progress and achievement at The Purbeck School. We aim to achieve this by focusing on high quality teaching and learning. We invest heavily in professional development to continually improve practice and are looking to appoint teachers who share this same aspiration and potential.

Safer Recruitment Procedure

The Purbeck School is committed to safeguarding and promoting the welfare of children in the school. In order to meet this responsibility, we follow a rigorous selection process to discourage and screen out unsuitable applicants. The process is outlined below, but can be provided in more detail if required.

Reference Checking

At least two references will be requested, normally from previous and current employers. These may be contacted before the interview and in all cases, before an offer of employment is made. Please be aware that there may be checks carried out on all aspects of an application to confirm the validity of information supplied.

EQUAL OPPORTUNITIES STATEMENT

The Purbeck School values the diversity of our workforce and welcomes applications from all sectors of the community.

CHILD PROTECTION STATEMENT

The school is committed to safeguarding and promoting the welfare of children and young people; this is a commitment which we expect all staff and volunteers to share. The successful candidate will be required to have a Disclosure and Barring Service check with the Governments safer recruitment.

School Staffing Structure 2021/22

Senior Leadership Team (SLT)

Headteacher – Mr Adam Darley
Deputy Headteacher – Mr Carl Morris

Assistant Headteachers

Mr Simon Holmes
Mrs Marie Simmonds
Mrs Deborah Rayner
Mrs Vicky Gregory
Mr Tom McNaughton
Mrs Carly Watson

Head of Sixth Form – Mrs Deborah Rayner
Special Needs Coordinator – Mrs Carly Watson/Miss Rebecca Alls

House Heads

Head of Kestrel— Mr Tom Mockridge
Head of Kingfisher— Mr Nathan Hunt
Head of Skylark— Mr Jerome Deremaux
Head of Swift— Mrs Louise Robinson

Core Subject Leaders

English: Mr Tom McNaughton— **Maths:** Mr Carl Morris—**Science:** Mr Joe Foyle

Designated Safeguarding Lead (DSL)

Mrs Vicky Gregory—Mr Mark Lawson

Deputy DSL

Mrs Rachel Stevens— Mrs Claire Smith— Mrs Deborah Rayner
Mr Adam Darley— Mrs Michelle Scott

Support Services Manager

Ms Tania Alford

PA to Headteacher

Mrs Sarah Penney

Subject Leaders

Form Teachers— Subject Teachers— Class Teachers

Support Staff— Office Staff

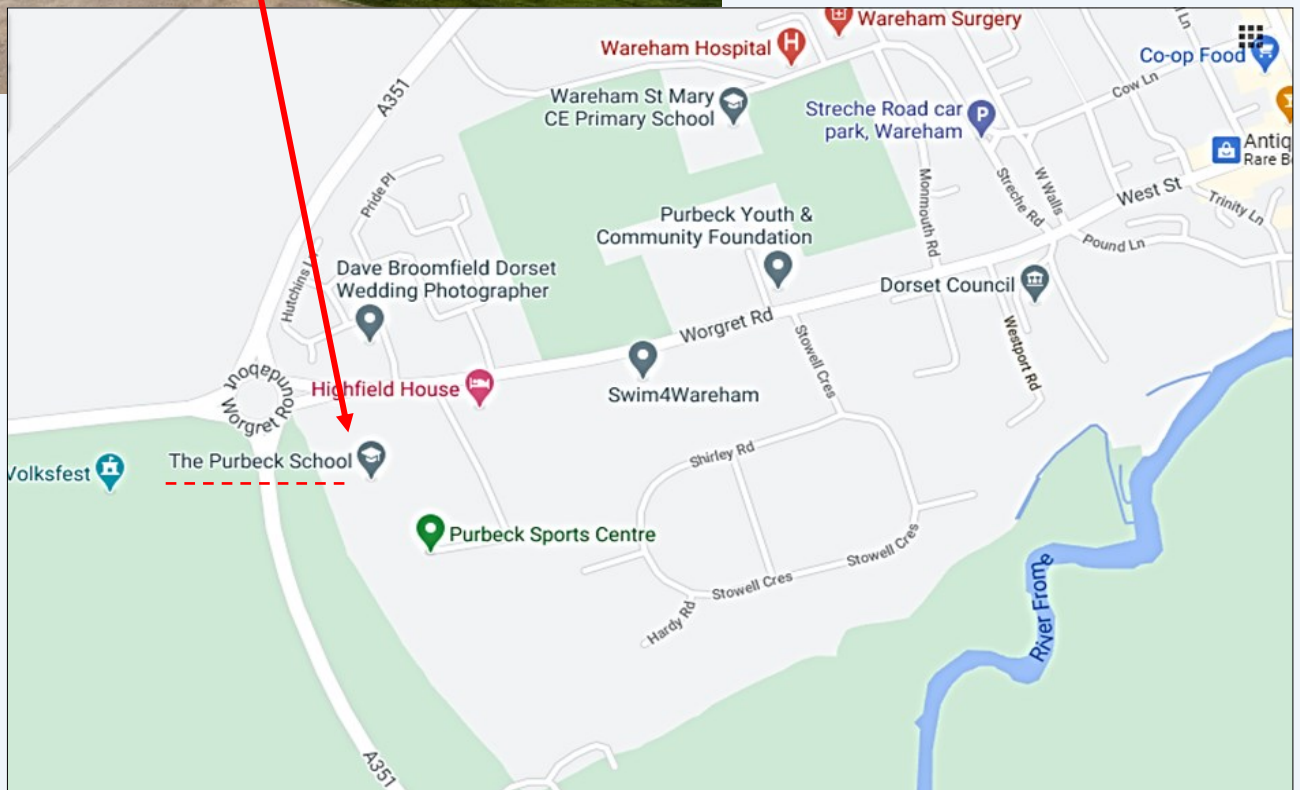
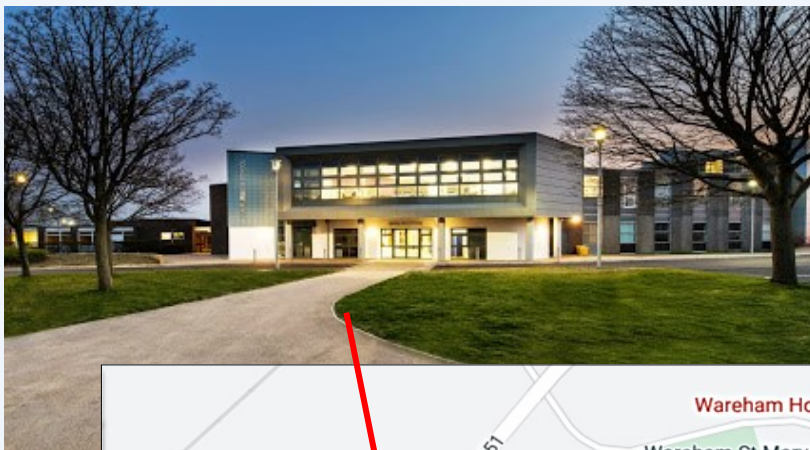
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