



THE
Eastbourne
ACADEMY
Your future at your fingertips

Curriculum Leader-History
INFORMATION



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Welcome to your first step in becoming part of The Eastbourne Academy.
My name is Victoria Stevens and I am both proud and privileged to be Principal here.

We are a well-established school in East Sussex which continues to go from strength to strength. Our most recent Ofsted confirmed for the third time in a row that we are a 'Good school. They said "Pupils are immensely proud of their school and are keen to learn" and that 'There is a consistent energy and enthusiasm regarding the pupils' learning and a desire for them to achieve the highest level they can.' We agree and are all exceptionally proud of our school.

The Eastbourne Academy is set in the picturesque seaside town of Eastbourne, surrounded by the beautiful South Downs. We are fortunate to have excellent buildings with modern resources which provide a warm, welcoming and friendly place to learn that challenges everyone to be their best. With easy train links to Hastings, Lewes, Brighton and London, schools, colleges and universities nearby and plethora of tourist attractions on our doorstep, it really is a wonderful place to live and work.

At The Eastbourne Academy we believe that learning is our core priority. We recognise that continually striving to improve the quality of teaching and learning is key to securing high levels of achievement for all. We aim to foster each student's unique strengths and talents whilst meeting their needs and raising their academic and social aspirations. Students of all abilities will be given every opportunity to learn in order to achieve their full potential. We aim to achieve this by creating a stimulating learning environment where high expectations, and the use of digital technologies are the norm. Every student and teacher is equipped with technology that helps bring subjects to life and supports learning in an exciting and innovative way.

Academic and personal excellence are at the heart of The Eastbourne Academy's curriculum intent. Endeavouring to provide the highest quality education for all, we strive to equip students with the knowledge they need to gain and maintain employment and independence.

We recognise that qualifications are the stepping stone to employability, but also that high aspiration and strength of character are the foundations for long term success.

A wide range of student leadership, arts and sports programmes, trips and visits, and extra-curricular opportunities ensure that the curriculum extends beyond the classroom.

Students will leave The Eastbourne Academy with the essential knowledge and attributes they need to be fully rounded and educated citizens who will be prepared for whatever the future may bring.

This could be your first step to becoming part of this vibrant, successful and inclusive learning community, where both students and staff thrive. I invite you to come and see for yourself what makes us so special.

Kind regards,

Victoria Stevens.



Curriculum Leader for History
Salary Range: MPS or UPS plus TLR2B
Full time, Permanent
Start date: Sept 2021



Swale Academies Trust is seeking to appoint for September 2021, a Curriculum Leader for History.

We are delighted to offer this post at The Eastbourne Academy.

The person appointed will be an energetic and inspirational classroom teacher, who is already, or has the potential to be an outstanding practitioner. The successful candidate will be required to lead the department through the planning and delivery of engaging lessons to a range of abilities and to ensure History becomes a leading subject.

Appointed to the role of 'Curriculum Leader for History', you will either be an experienced leader or will have the drive and determination to develop the skills to succeed in this role.

The successful candidate:

- Can provide outstanding quality learning and teaching in the department, modelling excellent in the classroom, evaluating the quality of teaching and standards of students' achievement and setting targets for improvement has thorough knowledge and understanding of History and the exam specifications to provide professional leadership and management for History to secure high quality teaching, effective use of resources and high standards of learning and achievement for all students.
- Has thorough knowledge and understanding of History.
- Have the vision and energy required to impact the continuous process of raising attainment in the department.
- Have a belief in the value and talents of all students.
- Have a commitment to achieve excellence for all.
- Can demonstrate creativity and flair in the classroom.
- Can enthuse and motivate students.

The Eastbourne Academy Ofsted report (January 2017) confirmed once again that we are a Good school. The Lead inspector commented: "Pupils are immensely proud of their school and are keen to learn." We have regularly won awards for national achievement and our rebuilding programme was completed in 2013-14. We operate a one to one iPad/Chromebook scheme for all students and staff.



Full details of the requirements of the post can be found in the accompanying recruitment pack.

Applications should be sent to Mel Hopkins, Principal's PA and HR Liaison, mel.hopkins@swale.at Please note, we cannot accept CVs.

If you experience any difficulty in completing the application form, please contact recruitment@swale.at or 01795 426091 (option 2)

In accordance with current GDPR compliance we will not keep any details/application forms on file once the position is filled.

Interested applicants are welcome to contact Mr Jonathan Pavey at the school for an informal discussion regarding the post johnathan.pavey@swale.at and 01323 514900 x 318

If I am successful in gaining an interview, how will this occur during the current COVID-19 pandemic?

Due to the current situation we may plan to interview remotely using a video call. We would ensure that candidates who were successful in gaining an interview were supported with the technology so that this process is seamless. We will provide you with details of the process with your interview invite.

Our advice would be that those who were successful in gaining an interview should prepare as they would for a face to face and dress smart casual. We will allow plenty of time to ensure that you are able to answer our questions in full and you will not be judged if you are having problems with your technology.

We will leave plenty of opportunity for questions at the end of the interview, and we will spend lots of time talking and unpicking your answers. Please come prepared to share anything you'd like that we didn't cover, or any questions you have about it. We really appreciate your adaptability in these unprecedented times.

Interview Date: Week Commencing 24th May 2021

Swale Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is exempt from ROA and will require an enhanced DBS disclosure

Headteacher: Ms Victoria Stevens

WELCOME

Dear Applicant,

Thank you for your interest in this role within Swale Academies Trust. Swale Academies Trust is one of the leading Multi-Academy Trusts in the south east with a highly effective record in school improvement. We are currently looking for outstanding leaders and teachers to join us as we grow. Swale Academies Trust consists of a group of fifteen primary and secondary schools based in Kent, East Sussex and South London. We are also working with a number of schools who require support prior to joining the Trust. We have a very strong track record in school improvement and are looking for dynamic people who want to transform children's lives in some of the most challenging educational contexts in the region.

We are looking for ambitious professionals who are interested in working with pupils from diverse communities in some of the region's most challenging schools. We want energetic, inspiring classroom practitioners who are highly motivated and committed to the profession. We recognise the importance of a well-ordered teaching environment for staff to flourish. Parents and teachers provide regular positive feedback about our work to create a positive climate for learning. As a result, Ofsted visits identify pupils' conduct as a strength across the Trust. We want teachers who are keen to make a positive difference to children's lives, are proud of the students they teach, the work they produce and share this pride in the achievements of all.

Our salary package, continued professional development and additional benefits are some of the best in the sector. We invest in our staff at every level with a wide range of coaching programmes, delivered across our schools, including Westlands, the Trust Teaching school. We also work closely with a number of external partners such as the University of Kent to support leadership development across our family of schools. All of our schools are unique and reflect the communities they serve but they work closely together to support each other and collaborate to raise standards. Teachers identify the well-structured collaboration as a key factor in improving their practice but also improving their work-life balance.

Since its creation in September 2010, Swale Academies Trust has become a strong and successful school improvement service, specialising in taking schools in Ofsted category and turning them into good schools. A glance at the most recent Ofsted reports for Beaver Green Primary School, South Borough Primary School, Meopham School, Regis Manor Primary School, Westlands Primary School, Istead Rise Primary School and The Sittingbourne School, will all point to the effectiveness of the Trust in bringing about change and providing and enabling excellent leadership. First and foremost, Swale Academies Trust is about the provision and development of high quality leadership and management.

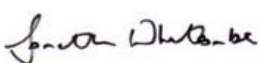
Our ambition is driven by enabling schools and children to succeed. We have a wide range of excellent and highly accomplished senior leaders who lead with a sense of purpose, charisma and a set of shared

values. The Trust is fortunate to be overseen by a Board of Directors who share leaders' values and provide the highest quality challenge and support.

We are proud of our schools and strive for a sense of shared pride in the achievements of all of our students.

We look forward to receiving your application.

Yours sincerely,



Jon Whitcombe
Chief Executive Officer

JOB DESCRIPTION



Job Title: Curriculum Leader for History

Responsible to: Assistant Principal

Purpose of the job

To provide professional leadership and management in order to secure high quality teaching, effective use of resources and high standards of learning and achievement for all students at The Eastbourne Academy.

To work as part of a strategic team with the Department TLR holders to provide high quality education for all students.

Main duties and responsibilities (Accountabilities):

Teaching and Managing Pupil Learning

- Provision - provide overall direction for students learning for your teaching groups ensuring that provision is made for students of all abilities that they are effectively taught and that learning, progress and achievement are evident. Work with other staff in contributing to the total learning of students including extension and enrichment activities.
- Expectations - set and maintain high standards and aspirations for students ensuring that they are treated with dignity and respect, that they receive appropriate care, guidance, support and recognition.
- Planning - ensure the preparation, planning and delivery of the agreed curriculum utilises flexible approaches to learning, ensuring that the teaching meets the needs of learners and the appropriate demands and requirements of the National Curriculum, external examination specifications and associated policies.
- Monitoring - ensure that agreed evaluation procedures monitor levels of progress, attainment and achievement against individual student targets, whole school targets and nationally recognised benchmarks.
- Assessment - ensure that marking, assessment, recording and reporting practices are both effective, and compliant with the school's policies.
- Partnership - actively promote the partnership between the home and the school through regular contact/meetings with parents/carers and students.



JOB DESCRIPTION



Learning Environment

- Climate for learning - ensure that policies in relation to effective learning, student rewards and managing behaviour are implemented to ensure a secure and well-ordered and disciplined teaching and learning environment within your classroom.
-
- Display - ensure within your learning spaces and adjacent spaces the effective display of student work, artefacts and commercial materials to create a visually stimulating and informative learning environment, and liaising with the display technicians to ensure displays are regularly updated.
- Fabric and Furniture - monitor the use of your learning spaces, adjacent spaces and stairwells to ensure that they are safe, attractive, clean, tidy and well maintained.

Curriculum Development

- Preparing, delivering and developing with others (staff and partners) aspects of the curriculum.
- To keep up to date with national developments in the subject area and teaching practice and methodology.
- Monitor and respond to curriculum development and initiatives at national, regional and local levels
- Staffing
- Where appropriate to be responsible for the efficient and effective deployment of support staff in your classroom and within the department.
- To ensure appropriate cover work has been set for classes when colleagues are absent.
- To promote effective teamwork & motivate staff to ensure effective working relationships.

Management Information:

- To ensure the maintenance of accurate and up-to-date information concerning the subject on management information systems for your classes and those in the department.
- To make use of the analysis and evaluate performance data.
- To identify and take appropriate action on issues arising from data, systems and reports.
- To produce reports on performance, including the use of data.

JOB DESCRIPTION



Communication, Marketing & Liaison

- To ensure effective communication and consultation as appropriate with the parents/carers of students.
- To liaise with relevant external bodies e.g. higher education, industry, examination boards, awarding bodies, etc.
- To communicate effectively with colleagues from other curriculum areas.
- Promote the subject.
- To support the development of effective subject links with other schools and the community.
- To support the effective promotion of the curriculum at Open Days/Evenings and other events.

Management of Resources

- To work with the Assistant Principal to manage the available space, staff, money and equipment efficiently within the limits, guidelines and procedures laid down; including deploying the curriculum area budget, requisitioning, organising and maintaining equipment and stock and keeping appropriate records.
- To work with the Assistant Principal to ensure that teaching commitments are effectively and efficiently time-tabled and roomed.

Student Support

- To monitor and support the progress and development of students within the subject.
- To monitor student attendance together with students' progress and performance in relation to targets set for each individual; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.
- To act as a coach and/or mentor and to carry out the duties associated with that role.



JOB DESCRIPTION



Other Specific Duties

- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage and ensure staff and students to follow this example.
- To work towards and promote the vision and current aims of the school.
- To support and contribute to the achievement of every child's outcomes.
- To support and contribute to the school's responsibility for safeguarding students.
- To undertake personal and professional development as agreed.
- To maintain high personal professional standards of attendance, punctuality, appearance, conduct and positive relations with students, parents and staff.
- To engage actively in the performance review and development process.
- To undertake any other duty as specified by the Head Teacher not mentioned in the above.
- 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 line manager to undertake work of a similar level that is not specified in this job description.
- Employees will be expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.
- The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.
- To comply with the school's health and safety policy and to undertake risk assessments as appropriate.

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

All school-based staff have the responsibility for promoting the safeguarding and welfare of children.

All school staff should be aware of the school's Child Protection and Safeguarding Policy and work in accordance with this document at all times.



PERSON SPECIFICATION



CRITERIA	ESSENTIAL/ DESIRABLE
Qualified Teacher Status.	E
Degree or equivalent in History	E
Post Graduate Qualification in History	E
Further higher qualifications.	D
Teaching or teaching practice across a range of age & ability.	E
Use of a variety of teaching styles & approaches.	E
The awareness of the assessment, recording & reporting of student's attainment & its use to further student's learning.	E
Experience of reflecting on & improving teaching practice to increase student achievement.	E
Teaching of History to KS3 & KS4.	D
Excellent classroom teacher, or has the capacity to become one.	E
The ability to deliver engaging & motivating lessons to students across both Key Stages.	E
Ability to develop appropriate learning resources & to contribute to the department's Schemes of Work.	E
Effective & systematic behaviour management.	E
Strategic thinker who tailors lessons to student needs.	E
Genuine passion & a belief in the potential of every student.	E
Promote positive relationships in order to fulfil the potential of every student.	E
Good communication, planning & organisational skills.	E
Understands & interprets complex data to drive student attainment.	D
To work as a team supporting department members in developing & sharing good practice.	E
Up to date Knowledge in the curriculum area.	E
Understanding of the strategies needed to establish consistently high aspirations & rates of progress.	E
A knowledge of the Teaching Standards. Knowledge of strategies that promote a positive climate for learning.	E
To make use of ICT as a tool for teaching & learning.	E
Enthusiasm, energy, flair & imagination.	E
Demonstrates resilience, motivation & commitment to driving up standards of achievement.	E
Willingness to be involved in the full life of the school including extra-curricular activities.	E
Commitment to raising the aspirations of the students.	E
Ambitious – a commitment to regular & on-going professional development & training to establish outstanding classroom practice.	E
Good health & attendance record.	E
Commitment to equality of opportunity & the safeguarding & welfare of all students.	E

The Application Process

Applications will only be accepted from candidates completing the appropriate application form. All sections of the form which are applicable to you must be completed as clearly and fully as possible.

Please note CVs will not be accepted in place of a completed application form.

Application forms can be found on the swale.at and emailed to recruitment@swale.at Alternatively, completed forms can be sent by post to the following address:

HR Team
Swale Academies Trust
Ashdown House
Johnson Road
Sittingbourne
Kent
ME10 1JS

The Shortlisting and Interview Process

After the closing date for this post a panel will conduct the shortlisting process. You will be selected for interview based entirely on the contents of your application form, it is therefore important that you fully read the Job Description and Person Specification prior to completing your form.

After the shortlisting process has been completed candidates who have been selected for interview will be informed, and provided with full details of the interview programme. If you have not heard from us within 10 working days of the closing date for this post, you have, on this occasion, unfortunately been unsuccessful.

All candidates who are invited to interview must bring the following original documents:

- Documentary evidence of right to work in the UK
- Documentary evidence of identity that will satisfy DBS requirements
- Documentary proof of current name and address
- Where appropriate any documentation evidencing change of name
- Certificates of educational or professional qualifications that are necessary or relevant for the post

Conditional Offer

Any offer of employment will be conditional upon a number of formalities, including, but not restricted to the following:

- Verification of right to work in the UK
- Receipt of two satisfactory references
- Verification of identity checks and qualifications
- Satisfactory enhanced DBS check, as well as additional checks that may be appropriate if you have worked or been resident overseas in the previous five years
- Satisfactory pre-employment health clearance
- A check against the Teacher Service Register for any teaching prohibition or restriction orders where you are applying for a teaching role or if you have previously held a teaching role in past employment.

OVERVIEW

The Swale Academies Trust based in Kent came into being in September 2010 as one of the first few Academy Converter Schools based around Westlands School in Sittingbourne. As a National Support School and an Academy Sponsor, Westlands and Swale Academies Trust have developed into one of the South East's leading Academy Sponsors, currently consisting of five secondary schools and ten primary schools. The Trust provides support for other schools, located in Kent and East Sussex.

As the Trust has grown and developed we continue to ensure that effective school support and leadership is maintained. Most of the schools that join us have had inherent weaknesses and challenges that need to be addressed. This involves intensive support and considerable levels of experience and intervention. The Trust's approach to school improvement is based on a combination of CPD, capacity building and collaboration, with a relentless focus on teaching and pupil progress, in order to effect rapid and sustained improvements in outcomes for young people.

Swale Academies Trust – Schools

Primary

- Beaver Green Primary School, Ashford
- Istead Rise Primary School, Istead Rise
- James Dixon Primary School, Bromley
- Langney Primary Academy, Eastbourne
- Parkland Infant School, Eastbourne
- Parkland Junior School, Eastbourne
- Regis Manor Primary School, Sittingbourne
- Shinewater Primary School, Eastbourne
- South Borough Primary School, Maidstone
- Westlands Primary School, Sittingbourne



Secondary

- Meopham Secondary School, Meopham
- Causeway School, Eastbourne
- Peacehaven Community School, Eastbourne
- The Sittingbourne School, Sittingbourne
- The Eastbourne Academy, Eastbourne
- The Whitstable School, Whitstable
- Westlands Secondary School, Sittingbourne



Central Support Services (based at Trust Head Office), Ashdown House, Sittingbourne

- Human Resource Team
- Finance Team
- ICT Team
- Building/Estate Management

SWALE ACADEMIES TRUST SAFEGUARDING POSITION

Introduction and Ethos

Swale Academies Trust is a community and all those directly connected (staff, governors, parents, families and pupils) have an essential role to play in making it safe and secure. All schools within the Trust recognise their moral and statutory responsibility to safeguard and promote the welfare of all children.

Trust Schools recognise the importance of providing an ethos and environment within school that will help children to feel safe, secure and respected; encourage them to talk openly; and enable them to feel confident that they will be listened to. We are alert to the signs of abuse and neglect and follow our procedures to ensure that children receive effective support, protection and justice.

The Trust core safeguarding principles are:

- It is a whole school responsibility to safeguard and promote the welfare of children
- All children (defined as those up to the age of 18) regardless of age, gender, ability, culture, race, language, religion or sexual identity, have equal rights to protection
- All children have a right to be heard and to have their wishes and feelings taken into account
- All staff understand safe professional practice and adhere to our code of conduct and other associated policies
- All staff have a responsibility to recognise vulnerability in children and act on any concern in accordance with this guidance

There are four main elements to our safeguarding policy:

- Prevention (e.g. positive, supportive, safe school culture, curriculum and pastoral opportunities for children, safer recruitment procedures)
- Protection (by following the agreed procedures, ensuring all staff are trained and supported to respond appropriately and sensitively to safeguarding concerns)
- Support (for all pupils, parents and staff, and where appropriate specific intervention for those who may be at risk of harm)
- Working with parents and other agencies (to ensure appropriate communications and actions are undertaken)

The procedures contained in our policy apply to all staff and governors and are consistent with those of each school's local safeguarding boards.

Retention of information

All information is stored securely and any information supplied by unsuccessful candidates will be destroyed through the confidential waste system after six months from the date of the interview, in accordance with our retention of records procedure.

Privacy Notice

Please refer to the Trust's Privacy Notice for job applicants for information about how we use any personal data about them we hold.

This can be downloaded here: <https://www.swale.at/page/?title=Privacy+Notice&pid=33>

