



The Wavell School

TEACHING STAFF RECRUITMENT PACK



Dear Applicant,

On behalf of The Wavell School's Senior Leadership Team and Governing Board, I'd like to thank you for your interest in the post of Director of Physical Education.

We hope that this information pack provides a comprehensive overview of The Wavell and sets out the personal and professional qualities that we expect from our new Director of Physical Education. As a brief insight, we are looking for a strong candidate who has an enthusiasm and commitment to delivering quality first teaching and a desire to engage all students. They will lead by example and be an innovative classroom practitioner, promoting high standards across the Faculty. The successful applicant will be able to build positive relationships with all learners and will work collaboratively to ensure that extracurricular activities add value to the student experience.

Recognised as a 'GOOD' school by OFSTED in 2021 and having recently achieved record breaking GCSE results, The Wavell remains one of the most successful schools in this area. The Wavell develops excellent partnerships with all stakeholders and sits at the heart of the local community. This is a fantastic opportunity to become part of the Wavell family and make a real difference to our students' future, preparing them for their next steps in education as well as adulthood. With an incredibly experienced senior and middle leadership team, we are entirely committed and dedicated to ensuring that students thrive and our motto "We Care to Challenge" is embedded in all that we do.

Yours sincerely

Emma Wright
Headteacher



The Wavell School
Specialist Technology College



About the Wavell School



The Wavell School is a co-ed maintained, community school for 11–16-year-olds in Farnborough, Hampshire. Our catchment area has two linked Junior Schools, South Farnborough Juniors and St. Peters Junior Schools and the number currently on the roll is just over 1,000. We consistently admit children from outside our catchment area, including other areas of Rushmoor Borough, particularly Aldershot. This provides the school with a strong connection the military and to service families.

Wavell is a dynamic learning community whose ethos is “We care to challenge”. Our school is built on respect and aspiration. Students, staff, parents and governors work in true partnership to achieve the many accolades bestowed upon us at County, National and International level.

Every child is important and special at our school and we educate them in a holistic fashion, celebrating each child’s achievements and encouraging them to develop across a spectrum of skills. The school has demonstrated a strong focus on academic

subjects, and has a strong commitment to the arts.



The Department of Education (DfE) has described our One to One Tuition programme as a Model of Good Practice and have given us a progress score of 8.

We have excellent teaching and sporting facilities and sections of the school buildings are



currently being renovated to ensure we are at the cutting edge of technology and more environmentally sustainable.

We are a designated Technology College and International School and are a Duke of Edinburgh accredited school. Teaching young people emotional and physical resilience is paramount to our ethos as educators.



We are a multicultural school and promote tolerance and acceptance for all. We are also proud to have a high number of EAL and military students. Pupil Premium is also available to disadvantaged children, service children and children in care. The funding is used to support PP students to diminish the gap in their learning compared to that of non PP students.



Ofsted – November 2021

“Being a pupil at Wavell means you are part of a community where everyone looks out for each other”

(Ofsted November 2021).

The Wavell continues to be a “Good School” where pupils have a strong understanding and respect for equality and diversity...Pupils know

that bullying is wrong, and that their teachers will take swift action when this is reported.

Teachers have high expectations for what the pupils will achieve academically. This is coupled with a determination that pupils have the skills they need to be successful when they leave school.



Leaders are driven by a determination to meet the needs of every pupil. The school's ethos, "We care to challenge", embodies this approach. Staff combine their support to help every pupil achieve academically with care and kindness.



The well-considered personal, social and health education (PSHE) curriculum is regularly adapted to develop pupils' knowledge and support their well-being. The careers guidance helps to raise pupils' aspirations for when they leave the school.



Behaviour is excellent at Wavell, underpinned by "The Wavell Way" which formalizes our expectations of student behavior. Ofsted noted that "Lessons are calm and focused" and the school has highly effective arrangements for safeguarding. Leaders provide regular, detailed and up-to-date training for staff on potential risks to pupils safety and well-being.

GCSE Results 2023

To see the full breakdown of our school's GCSE results, please visit our [website](#) 



Staff Wellbeing

At Wavell we are committed to supporting the wellbeing of all of our staff and we recognise that in order for our young people to flourish, our staff need to feel supported and valued. We prioritise staff wellbeing and have put in place a number of strategies to support staff which include but are not limited to:



- Additional PPA for all teaching staff
- Centralised communication system with parents to reduce emails
- Onsite parking
- Fantastic CPD programme including access to NPQs and other middle leadership courses
- A free flu jab
- Access to an onsite gym with subsidised membership rate
- Access to Occupational Health & Wellbeing Service for Staff
- Employee Confidential Counselling Support



Job Description

Responsible to: The Headteacher and SLT Link

SECTION 1 - GENERAL MANAGEMENT DUTIES

To provide effective leadership and management and thereby build and maintain an effective teaching team which continually enhances the quality of learning and achievement.

Leadership

1. To inspire Faculty members by personal example and hard work.
2. To effectively manage the human resources at the Faculty's disposal, including teaching, non-teaching and support staff.
3. To create a vision, sense of purpose and pride in the Faculty.
4. To co-ordinate the production and maintenance of the Faculty documentation, and to implement, monitor and evaluate all of its policies and systems.
5. To be responsible for continuously improving the quality of teaching and learning in the Faculty.
6. To be responsible for maintaining discipline in the Faculty including supporting staff during lessons when appropriate.
7. To play a major role as a Director of Curriculum in the development of all aspects of the School, including its policies and their improvement.
8. To develop and maintain effective methods of communication with the Headteacher, SLT, other staff, students, parents, governors, external agencies and the wider community (including business and industry), etc.
9. To identify and applaud areas of success for individual teachers and the Faculty.
10. To help create an effective team by promoting collective approaches to problem-solving and curricular/Faculty development, e.g. consult when writing the development plan and produce resources as a team.
11. To chair and produce the agenda for effective Faculty meetings. To ensure action points are noted, kept secure and others informed as appropriate.
12. To implement school assessment and target setting policies, and make effective use of data to monitor and evaluate the achievement and attainment of students in the subject. A portfolio of exemplar work moderated against grade descriptors should be maintained.



13. To initiate/maintain the provision of extra-curricular activities, e.g. the use of resources after school/during lunch-breaks or a club, etc.

Curricular/Faculty Development

1. To contribute towards continuity and progression within the whole school curriculum.
2. To oversee the Faculty Development Plan and SEF, their implementation and the part they play in the whole school development.
3. To develop comprehensive schemes of work which include a range of teaching and learning styles providing a rich experience for pupils, and to incorporate a variety of assessment methods at key points to enable accurate judgements on pupil progress.
4. To develop faculty strategies for the students' spiritual, moral, social and cultural development, including citizenship.
5. To monitor and evaluate the teaching in the Faculty; take the initiative in identifying strategies to support consistency of practice and be a lead practitioner in the team.
6. To develop faculty strategies and procedures (using national and school guidelines) for teaching and learning for students with special educational needs.
7. To work with the SENCO to ensure PLPs are used to set subject-specific targets, and to match curricular materials and approaches to pupil needs.

Stock/Resource/Budget

1. To manage the Faculty stock, teaching resources and finances efficiently, and to obtain best value for money.
2. To maintain an inventory of all stock items and to oversee the annual stock audit.
3. To carry out stock disposal in accordance with Faculty and school policies.
4. To store resources in such a way as to enable quick and easy access by all staff (and students where appropriate).

Liaison/Communication

1. To meet regularly and work with "SLT Link" for professional support and to develop effective faculty management.
2. To oversee and monitor the accuracy of exam entries and dates and to work effectively with the exam manager.



3. To act as the initial person for others to contact regarding all issues relating to the Faculty.
4. To liaise with colleagues from other Key Stages and sectors in order to provide a smooth transition between schools and phases for all students.
5. To liaise with other curriculum co-ordinators in order to develop integrated schemes of work, e.g. Numeracy, Literacy, SEN, ICT and Citizenship.
6. To inform staff about new developments and ideas related to the subject and the Faculty – to include Faculty meeting agendas, etc.
7. To co-operate with the Health and Safety management and inspection process.
8. To manage the provision of information to parent/carers and other staff about curricular choices, and choice of teaching groups for individual pupils and groups of pupils.
9. To provide helpful and accurate responses to parent/carers enquiries.

Professional Development

1. To provide or organise in-service training for the Faculty staff (teaching and non-teaching) as appropriate.
2. To have day to day responsibility for the monitoring, support and assessment of trainee (ITT) and early career teachers (ECT's).
3. To identify development opportunities for staff within the faculty and through external agencies or course.
4. To delegate tasks in a way which maximises the use of available talent, experience and enthusiasm and provides development opportunities for all staff.
5. To use the Performance Management cycle to assist in enhancing the professional development aspirations of colleagues.
6. To personally keep up to date with developments and new ideas related to the subject.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.



Application Procedure

Candidates should complete the application form and return it so that is received no later than **noon on 2nd October 2023**.

Selection Procedure

- All applications will be required to complete an Equality Monitoring Form
- The Wavell School and Hampshire County Council are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure & Barring checks along with other relevant employment checks, including checks of social media.
- Privacy is important to us. The Wavell School collects information about you in order to provide you recruitment and employment services. We will use the information for the recruitment and selection process and, if successful, to activate employment with the school.
- The legal basis for processing your personal data is that it is necessary for the performance of the employment contract or in order to take steps before entering into a contract and is necessary for the County Council to comply with a legal obligation.
- The legal basis for processing special category data is that processing is necessary for the purposes of carrying out the rights and obligations in the field of employment, that is necessary for the reasons of substantial public interest and that is necessary for the purposes of the assessment of the working capacity of the employee.
- You have some legal rights in respect of the personal information we collect from you. Please see the Wavell School's website for further details on their privacy policy https://www.wavellschool.org.uk/docs/Policies/Privacy_Notice-for_Students_2018.pdf. You can contact the school's GDPR Data Protection Team on Admin@wavell.hants.sch.uk if you have a concern about the way they collect or use your data.



Living and Working in Farnborough

Farnborough is located in Northeast Hampshire, bordering Surrey and Berkshire. Along with Aldershot, the town forms a major part of Rushmoor Borough and is easily accessible from junctions 4 and 4a of the M3 motorway, and from the A3 and the M25.

The A325 enters the

town from Frimley to the north, and continues into Aldershot to the south. The A331 runs north to south along the east side of the town.

Farnborough is served by three railway stations, the busiest of which is Farnborough (Main) railway station on the South West Main Line from London Waterloo to Basingstoke and beyond. Farnborough North and North Camp railway stations are both on the North Downs Line between Reading and Gatwick. North Camp station is a short walk from The Wavell School.



Rushmoor Borough's history is closely linked with the aviation sector and the British Army. Farnborough hosts the long-standing, renowned International Farnborough Air Show on alternate years, and is home to a number of aviation and technology-based businesses. Aldershot continues to be the home of the British Army with many regiments and barracks based in the area. The

borough has some fantastic attractions, including the Farnborough Air Sciences Trust Museum, The Aldershot Military Museum and St Michael's Abbey.

The school is within the North Camp community with local shopping and restaurants within walking distance. The borough has a number of parks and open spaces, and easy access to a wealth of rural walks and green spaces.

