

# Head of English Candidate Pack

Montsaye  ACADEMY



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# About us



"We pride ourselves on being at the heart of the local community"

Montsaye Academy is located in the historic Northamptonshire market town of Rothwell, easily reached from Leicestershire, Northamptonshire, Warwickshire and Bedfordshire. Northamptonshire is a popular place to live and one of the greenest counties in England with over 161 parks covering 1600 acres. Montsaye Academy is a vibrant and active community where learning and achievement, in their widest sense, are viewed as the core purpose of our work. It is also a caring and supportive environment in which children can become adults, unafraid to make mistakes, flexible enough to overcome obstacles and ambitious enough to be extraordinary not average.

The school is a member of Pathfinder School's Multi-Academy Trust and collaborates closely with the Trust Central Team, and its nine other Schools. The academy has developed very effective partnerships with other local secondary schools, which enhances our curriculum and supports our practice.

We are fortunate to support the learning of over 1000 students between the ages of 11-18, including a vibrant Sixth Form. Our students join us from Rothwell and a number of neighbouring villages and towns. We employ close to 200 staff, including 70 teachers and leaders and 130 support staff, who enable our academy and students to thrive.

Our on-site facilities include:

- A Community Sports Centre with a Sports hall, Swimming Pool, Fitness Suite, Dance Studio, a full-size 3rd Generation Rubber Crumb all weather surface, grass football pitches and Multi-use Games areas.
- Staff room and Faculty bases
- State-of-the-art Science laboratories
- Dedicated Sixth-Form area
- Recently refurbished restaurant and café



# Our Values Excellence, Resilience Aspiration



“

These are more than just words on a page—they reflect who we are today and guide our decisions’

”

As an educator of young people, what we do speaks volumes. How we do it resonates even more loudly. Our values of **Excellence**, **Resilience** and **Aspiration** underpin everything we do and have become common language throughout the academy.

**Excellence**—The spirit of Montsaye is one that celebrates excellence in all things. Our curriculum is specifically aimed at making lessons both varied and challenging by putting enquiry, thinking, questioning and independence at the heart of everything we do.

**Resilience**—Resilience in learning is about persevering through setbacks, taking on challenges and risking mistakes to reach a goal. Here at Montsaye we want everyone staff and pupils alike to have the tenacity to overcome barriers and exceed expectations.

**Aspiration**—Inspiring students and staff to be the best they can be is a whole school approach, we want our students and staff to seek new and exciting opportunities to develop themselves. At Montsaye we invest heavily in our student careers and our staff continuous professional development programmes.

# Career Development

## 'Montsaye Academy nurtures aspiring leaders'

We are a research engaged school and our teaching and learning strategies are driven by the evidence of what works. Our aim is to re-intellectualise teaching and to give all our teachers the opportunity to engage in research and development to improve their teaching practice.

We are committed to developing our staff and invest heavily in our well developed CPD programme, as well as giving our staff the freedom to focus on highly effective learning.

We also provide our staff with access to accredited qualifications and training.

### Apprenticeships

Both our support staff and teaching staff have access to apprenticeships unique to their area of work.

### Early Career Framework

We are proud to be a member of Pathfinder Schools who in partnership with the Best Practice Network (BPN) will be delivering the new Early Career Framework. Our Early Career Teachers will benefit from our specialist skills in the new framework.



### National Professional Qualifications (NPQ'S)

Pathfinder Schools is an official NPQ delivery partner who in collaboration with the Outstanding Leaders Partnership (OLP) are delivering the National Professional Qualifications (NPQ) training programmes to schools. The qualifications draw from the very latest evidence and research into pedagogy, behaviour, curriculum and more.

# What our staff say...



**“There’s a family atmosphere amongst staff”**

**“Shared resources allow flexibility, and we are constantly evolving to further improve”**

**“Excellent team spirit”**

**“There’s a staff buzz; they rally the troops and get on board to have some fun”**

**“Montsaye staff really care about the students”**

# Staff Wellbeing



“

**‘Team Montsaye:  
staff look out for  
each other.’**

”

Montsaye Academy is heavily invested in staff wellbeing and is proud to offer access to the following;

- A dedicated wellbeing hub
- A weekly focus on wellbeing with regular wellbeing-focused activities
- Cake Wednesdays, where staff have the opportunity to bring in their bakes and catch up with colleagues
- A reduced membership rate for our on-site Sports Centre, which boasts a pool and modern gym where staff can swim for free
- Access to 24/7 telephone counselling service for staff and their immediate family via Zurich
- Access to a health and wellbeing cash plan via Westfield Health
- Access to trained staff Mental Health First Aiders, and part of the Pathfinder Schools Wellbeing Committee
- Access to an exceptional Occupational Health advice
- Support to create Wellness Action Plans
- An employer who is committed to empowering our colleagues to achieve and maintain life-work balance

# Being part of Pathfinder Schools

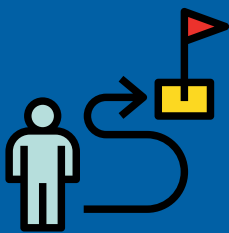


Pathfinder Schools is a cross-phase, multi-academy Trust of 10 schools in the north of Northamptonshire. Our Trust includes both church and community academies and we work closely together, connected by the vision we share for our pupils. Each school has its own unique character but we are unified by our unshakeable belief in the power of education to change lives. We believe that staff and pupils can flourish when they are happy and well-supported. We are inspired by the challenge of providing children with a rich tapestry of experiences that allow them to explore the world and their place in it.

We are passionate about our values of **Aspiration, Responsibility and Courage**, we believe that when people feel respected and included they can be more creative, innovative, and successful.

## One Trust, transforming lives and communities, inspiring greatness

### Our purpose



Our Trust is a growing family of schools, built on a commitment to the development of the children and young people in the communities we serve.

We exist to deliver the very best educational outcomes for every learner.

Based upon a foundation of independence, we empower young people to broaden their horizons and open their minds to new opportunities.

### Our vision



Together we want to develop inspirational schools which instil **Aspiration, Responsibility and Courage** in every learner, enabling them to find the greatness within them.

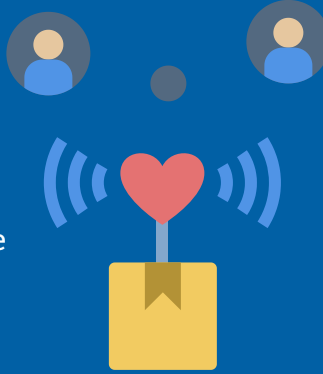






## Our strategic objectives

- Every school a great school
- Every school an inspiring place to work and learn
- Every school a school of choice in the community
- Every school expertly supported by a strong central team



## Our Values

Our values stand at the very core of everything. They are the centre from which all we do and say radiates, guiding the way that we work together.

## Our Values

### Aspiration

#### We aim high



Everyday we aim to be the best we can be. We are all striving to reach our own personal greatness. We recognise that we do not all start from the same place and we work to enable all to overcome barriers and achieve their full potential.

### Responsibility

#### We play our part



We believe that we are all responsible for making Pathfinder Schools an inspiring place to work and learn. We hold ourselves accountable for our own actions, admit when we have failed against our own standards, feel comfortable asking for support and always strive to be our best selves.



### Courage – We are brave

We are a Trust that faces challenges directly, we are honest about the decisions we make and the reasons for them. We support each other through difficult times in our learning and in our lives. We have the strength to persevere in the face of difficulty, uncertainty and challenge.

# Head of English



# Advert

## Contract type

- Full time
- Permanent

## Salary

- Leadership L10-L14  
£58,957 - £65,010

## Interviews

- TBC

## Start date:

- April 2024 - We will accept applications from those that are in a position to start sooner than April 2024

To apply, please complete a Pathfinder Schools application form, which can be downloaded from the vacancies page of the website

[www.pathfinderschools.org.uk/join-us/vacancies](http://www.pathfinderschools.org.uk/join-us/vacancies)

Completed application forms should be accompanied by a letter of application and should be sent to [recruitment@pfschools.org.uk](mailto:recruitment@pfschools.org.uk)

*Please note the Academy is closed between 20th December 2023 and 2nd January 2024*

Montsaye Academy are looking to recruit a talented and dynamic Head of English.

As Head of English, you will promote a relentless focus on delivering a broad and balanced curriculum that meets the needs of the students of Montsaye and produces positive outcomes.

Montsaye Safeguarding Policies and Procedures are available on their website, which can be accessed on the following web address:

<https://www.montsaye.northants.sch.uk/about-us/policies-and-funding/>

We occasionally close vacancies early in the event that we receive a high volume of applications. Interviews may begin soon after receipt of applications for shortlisted candidates, therefore we recommend that you apply early.

Being part of Pathfinder Schools offers a fantastic opportunity to develop yourself, as a Trust we actively encourage collaboration and the sharing of good practice; we believe that by developing a love of learning and having the highest expectations, all members of the Pathfinder Schools community can achieve and inspire greatness.

Pathfinder Schools are committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. DBS, Reference, Identity, Criminal Record and Medical Checks are mandatory for all posts within Pathfinder Schools.

## Online searches

As part of our rigorous Safer Recruitment process, Pathfinder Schools has adopted the practice of online searches including Social Media for external shortlisted candidates. The purpose of the search is to enable us to fulfil our duty under Keeping Children Safe in Education and is part of our due diligence to identify any incidents or issues that have happened, and are publicly available online, which we may need to discuss with you during interview.

Therefore, if you are shortlisted for a role, an appropriate online search will be undertaken on your name(s). Consent to an online search is included in the Pathfinder Schools application form. Searches are based on publicly available information, therefore where your profiles are private or are locked, no further search will be required on these pages. Any information given will be treated as confidential and will only be used in relation to the post for which you have applied.

Pathfinder Schools is passionate about its values of Aspiration, Responsibility and Courage, we believe that when people feel respected and included, they can be more creative, innovative, and successful. We are committed to an inclusive workforce that represents many different cultures, backgrounds and viewpoints. Our employee lifecycle processes are designed to prevent discrimination against our colleagues, regardless of gender identity or expression, sexual orientation, religion or belief, pregnancy and maternity, marital status, ethnicity, age, disability status, or any other aspect which makes them unique. While we have more work to do to advance diversity and inclusion, we're committed to moving our Trust and the education sector forward.



## Job Description

### Purpose of the post:

- To develop and manage the staff in the learning area in line with the Academy's mission and strategic objectives.
- To ensure that the programmes of study delivered for all categories of learners meet their identified learning needs and the targets set for each student.
- To lead, manage, monitor, evaluate and work closely with colleagues in the department whose roles include the following key areas: Teaching and Learning, E learning, Personalised Learning including Gifted & Talented and students with SEN.
- Develop the quality of teaching in the department to be outstanding.
- To provide specific subject related advice and guidance to department staff and leaders.
- To research and develop subject specific curricular and advise on adaptations and changes.
- Ensure performance management is carried out effectively and efficiently on a regular basis
- To oversee Schemes of Work and Programmes of Study in specific curriculum areas

Reporting to: Senior Vice Principal

### Main Duties

- To develop the learning area to meet the needs of a diverse range of learners in relation to the Academy mission and to ensure inclusiveness and equality of opportunity.
- To set challenging targets for students achievement, and the diversity of activity for courses within the learning area.
- To monitor and report progress on achievement of these targets and take appropriate action to ensure that the targets are met.
- To implement and manage the Academy's quality monitoring systems and lead the production of the Self Assessment and Development Planning Process for the learning area.
- Encourage the development and use of ICT.
- To manage the development of flexible methods of curriculum delivery and learning styles to contribute to raising standards within the learning area.
- To monitor the work of the department and to organise department meetings to discuss the implementation of department policy.
- To review curricula for the subject reflects national changes
- To consider and adapt the curricula for each year group.
- To advise on syllabus, resources and examination boards.
- To lead development and change within the subject.
- To take an overview of the quality of provision and plan enhancements

### Specific Duties

- To advise the Senior Vice Principal on the aims and policies of the department and the resources required to implement these.
- To co-ordinate the preparation and development of courses of study, teaching materials, teaching programme, methods of teaching and assessment.
- To contribute to the selection for appointment and professional development of teachers and non-teaching staff, including the induction and assessment of new and newly qualified teachers to work in the department.
- To seek to ensure the effective use of the department's equipment, proper maintenance of the materials and fabric of the department and the observance of relevant health and safety regulations.
- To maintain efficient and effective control of the department's budget

# Person Specification

## Head of English



	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> </ul>	<ul style="list-style-type: none"> <li>• Having obtained further appropriate qualifications and/or relevant in-service experience</li> </ul>
Experience & skills	<ul style="list-style-type: none"> <li>• An outstanding classroom practitioner</li> <li>• Relevant teaching experience in English with an ability to teach across the age and ability range and provide evident of strong performance in that role</li> <li>• Clear understanding of good teaching and learning practice</li> <li>• Successful experience of raising the professional performance of staff</li> <li>• Ability to establish good working relationships with all staff</li> <li>• Good administrative and organisational skills</li> <li>• Clear understanding of the requirements of effective departments teams</li> <li>• Experience of effective development planning.</li> <li>• Experience of effective monitoring and evaluation strategies.</li> <li>• High levels of competence in the use of ICT for teaching and for leadership tasks</li> <li>• Experience of using data to support student achievement</li> <li>• Understanding of the current issues in education</li> <li>• Clear knowledge of current curriculum issues relating to academic performance</li> </ul>	<ul style="list-style-type: none"> <li>• Standards raised in own department</li> <li>• Experience of the management of the professional development of others, including performance management Ability to support individuals/teams to improved teaching and better learning</li> <li>• Ability to signpost the impact of leadership activities on outcomes</li> <li>• Individual/collective responsibility for whole school development initiatives which have been evaluated and are successful</li> <li>• Ability to support middle leadership colleagues in raising achievement.</li> </ul>
Written application / Communication	<ul style="list-style-type: none"> <li>• A well constructed, legible application</li> <li>• Highly developed communication skills in both oral and written forms</li> </ul>	

# Person Specification

## Head of English



	Essential	Desirable
Relationships/ Management style	<ul style="list-style-type: none"> <li>• Highly developed skills in managing people and an ability to establish good working relationships with staff, students and other key groups</li> <li>• A well-defined personal philosophy of education, which has guided leadership activity</li> <li>• Evidence of effective and constructive management of change</li> <li>• Ability to think strategically</li> <li>• Ability to delegate</li> <li>• Ability to challenge positively</li> <li>• Open style</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of effective working relationships, particularly the management of others</li> <li>• Evidence of using leadership skills effectively</li> <li>• Evidence of strategic thinking skills</li> </ul>
Equal Opportunities	<ul style="list-style-type: none"> <li>• An understanding of issues regarding equal opportunities for all</li> </ul>	<ul style="list-style-type: none"> <li>• Examples of good practice from their own experience</li> </ul>
Disclosure and Barring Service Check	<ul style="list-style-type: none"> <li>• Enhanced DBS clearance</li> </ul>	

# Contact us



**1** Visit us Montsaye Academy  
Greening Road  
Rothwell  
Kettering  
Northamptonshire  
NN14 6BB

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**2** Call us Tel: 01536 418844

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**3** Email us PA to Acting Principal, Jo Ginns  
JGinns@montsaye.pfschools.org.uk

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**4** Follow us @Montsaye



**5** Visit our website [www.montsaye.northants.sch.uk](http://www.montsaye.northants.sch.uk)

