



Haberdashers'
**Crayford
Academy**

2021-22 Head of Enterprise Candidate Briefing Pack

Haberdashers' Crayford Academy



www.habscrayford.org.uk

Welcome from our Executive Principal

Dear Candidate,

Thank you for your interest in Haberdashers' Crayford Academy.

Haberdashers' Academies Trust South is a Multi-Academy Trust of nine schools, (four secondary and five primary). These are currently organised as four 'clusters', Crayford Academy is part of the Bexley cluster which provides schooling for children aged 3-18 with over 1600 children in three schools: Crayford Academy (secondary), Crayford Temple Grove (primary) and Slade Green Temple Grove (primary).

We provide targeted support and a broad education to enable each and every one of our pupils to reach their full potential and to grow into well-rounded members of our community and aim to ensure all the children and young people who come to our schools:

- Are happy and safe at school and are able to learn successfully within a supportive environment
- Are able to achieve their full potential personally, academically and socially.
- Develop and grow as independent, resourceful and resilient individuals.
- Are equipped with the skills, qualifications and love of learning they will need to be successful in the world they will join as adults.

We are looking to appoint an excellent practitioner as Head of Enterprise who has a passion for learning and strong curriculum knowledge to support the continuing development of the Enterprise department.

You will be joining an excellent department which incorporates Business Studies, ICT and Economics. The successful candidate will be able to teach either Business Studies (KS4-5) or ICT (KS3-5), although experience teaching in both areas would be advantageous.

We are seeking a strong, well-qualified practitioner with a degree and a teaching qualification who is keen to develop their own practice to the highest level and take advantage of our excellent professional learning. The candidate must be a compelling communicator with an ability to champion the subject to pupils with a fully comprehensive range of abilities. You will also bring real energy and dynamism to the role, alongside genuine enthusiasm and passion for your subject.

I hope that this brief information, alongside the recruitment details, encourages you to decide to apply to join us in our exciting current phase of development. Should you have any queries or want to come and visit our school, please do not hesitate to contact us.

Kindest regards



Mr Steve Wheatley
Executive Principal
Haberdashers' Crayford Academy



Our Trust



About Haberdashers' Academies Trust South

Haberdashers' Academies Trust South is a Multi-Academy Trust of nine schools, (four secondary and five primary), supported by a Teaching School. These are currently organised as four 'clusters', Haberdashers' Crayford Academy is part of the Bexley Cluster.

The Executive Principal oversees the central services provision of the cluster, to ensure that all schools within it are supported well.

Our principal sponsor is the Worshipful Company of Haberdashers', who are very generous in their support. Put simply, our mission is to ensure that each of our schools offer a great education and are great places to work.

Each of our schools serve their local communities in Southwark, Lewisham and Bexley. As a Trust, we can offer more to all staff and students than any single school could offer alone. This 'Haberdashers' Advantage' ensures that the opportunities presented by working and learning at a Haberdashers' Trust school, are truly exceptional.

Whilst each of our schools maintains its individuality and serves its' unique context, we share a common vision as a group of schools: 'To support our staff and young people to be the best they can possibly be.' In this complex world, we need our young people to develop as compelling individuals – ready and able to take their place in the world with confidence. We know that education matters to the life chances of all young people, particularly those from disadvantaged backgrounds. We believe that each and every child and young person can and will succeed.

To find out more about Haberdashers' Academies Trust South, please go to:

www.habsfed.org.uk

Our Vision



Trust Wide Vision

Our vision is built from our values of aspiration and achievement, personal responsibility, self-discipline and mutual respect. We are forward-looking and value innovation, but always within the context of our long tradition of providing excellent education.

Based upon these values we aim to ensure all the children and young people who come to our schools:

- Are happy and safe at school and are able to learn successfully within a supportive environment.
- Are able to achieve their full potential personally, academically and socially.
- Develop and grow as independent, resourceful and resilient individuals.
- Are equipped with the skills, qualifications and love of learning they will need to be successful in the world they will join as adults.

We will achieve these aims by providing a safe environment where all children and young people can succeed and through:

- Provision of a curriculum that is stretching, relevant and provides each student with the opportunity to excel.
- Excellent teaching, leading to the highest standards of academic excellence.
- The best standards of behaviour based upon our values of mutual respect, self-discipline and self-confidence.
- A respect for tradition that embraces innovation and challenge. High expectations of every member of our community

Our Sponsors

The Worshipful Company of Haberdashers

Our heritage dates as far back as the 1680s.



The Worshipful Company of Haberdashers

The Haberdashers' Company is one of the Great Twelve Livery Companies of the City of London. Education is of prime importance to the Haberdashers' Company and today there are more than 12,000 children and young people in the Haberdashers' family of schools that benefit from the relationship.

The Haberdashers' Company supports pupils, past and present, as they progress through their educational and professional journey, which offers pupils in the Haberdashers' schools something truly unique.

Find out more: www.haberdashers.co.uk



I recently started working for the Trust and have found the staff to be extremely friendly and helpful. I feel it is important to love where you work and feel proud to be part of the organisation and I certainly feel that at Haberdashers'.

It was clear from my first day that the main focus is to ensure a safe, happy and inspiring environment for the children to thrive in. Helping build a better future for our children is so important and I actually look forward to coming in each day and being part of their exciting journey.

Gina Smith, Capital Assets Project Manager
Haberdashers' Academies Trust South



Job Role

Job Title:	Head of Enterprise
Contract Length:	Permanent
Contract Type:	Full time
Salary:	£29,971 - £45,819 (MPS/UPS), + TLR
School :	Haberdashers' Crayford Academy
Location:	Iron Mill Lane, Crayford
Accountable to:	Assistant Principal (Enterprise)

About the role

We are looking to appoint an excellent teacher with strong subject knowledge to support the continuing development of the Enterprise curriculum and to join a dynamic and forward thinking department.

You will be joining an excellent department that incorporates many subjects including: Business Studies, Computing, ICT and Economics. All Enterprise subjects are popular at both GCSE and A level. The successful candidate will have the ability to teach either business students or ICT, although experience teaching both would be advantageous.

Our passionate, and collaborative department is seeking a new subject leader to plan and deliver outstanding lessons, inspire students and contribute to the continuing development of the Enterprise curriculum and the department in general. We are looking for an innovative teacher who can enthuse, engage and motivate young people at all levels, and contribute fully to our team and the school.

We are seeking a strong, well-qualified practitioner with a degree and a teaching qualification, who is keen to develop their own practice to the highest level and take advantage of our excellent professional learning. The candidate must be a compelling communicator with an ability to champion the subject to pupils with a fully comprehensive range of abilities. You will also bring real energy and dynamism to the role, alongside genuine enthusiasm and passion for your subject.

Key responsibilities of the role

- To actively contribute to the teaching of Enterprise Subjects (ICT, Business, Economics) across all age and ability ranges
- To work within and contribute to established Federation, School and Departmental frameworks for
 - Lesson planning, delivery and evaluation
 - student behaviour and care
 - student assessment
- To line manage and appraise the teachers within the department
- To remain informed of current developments in the subject area, to participate in INSET and to initiate change where appropriate
- To devise innovative, challenging schemes of work
- To ensure that students' work is marked regularly and conscientiously, in accordance with the academy marking policy
- To consistently plan and deliver good and outstanding lessons, ensuring that a variety of teaching resources are utilised
- To set, mark and moderate internal examinations and tests as required
- To demonstrate good knowledge of a wide range of teaching methods and to implement these in the classroom
- To be fully committed to and actively contribute to the department enrichment activities programme
- To provide accurate information for parents as directed by the School and to attend parents' evenings and other presentation meetings as directed
- To contribute to departmental self-evaluation
- To monitor the quality of teaching; based on evidence, self-evaluation and development, ensuring a consistent and continuous focus on achievement and aspiration.
- To maintain an organised and effective learning environment in the classroom and shared areas.
- To take responsibility for own professional development in discussion with your line manager
- To carry out the roles and responsibility of a tutor as directed by the pastoral team

General

- Promote equal opportunities and inclusion, addressing immediately should this fall short in our school
- Promote the ethos.
- Promote the school's commitment to the continued professional development of all staff.
- Work within the school's framework with regards to Health and Safety.
- Be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children.
- Report any Safeguarding concerns in accordance with Trust's Safeguarding Policy
- Undertake any duties as may reasonably be required by the Executive Principal or Leadership Team

Knowledge, skills and experience



Education and Training

- Degree
- Teaching Qualification and Training

Experience

- Can teach Business Studies and/or ICT between KS3 – KS5
- Experience of teaching Economics would be an advantage
- Use of performance data to track student progress and monitor achievement. Has strategies for raising achievement.
- Proven track record of raising educational standards

Knowledge and Skills

- Knowledge of National Curriculum, GCSE and A Level developments
- Committed to individual learning pathways and assessment for learning
- Can motivate students at all levels of ability, thus ensuring that all students full access the curriculum
- Will play a full and active role in the wider development of the school
- Has keen organisational skills and the ability to multitask and delegate
- Curriculum and/or pastoral experience
- Positive student behaviour management skills

Personal qualities

- Is Passionate about your subject area
- Is an effective communicator who works positively with colleagues and students
- Leads by example with high professional standards
- Is resilient, energetic and enthusiastic
- Has a student focused commitment

Why Haberdashers?

We're proud of our people. Bound by the Haberdashers' name, our inclusive community is alive with diverse backgrounds, personalities and passions. We are building a culture where pupils, parents, teachers and staff selflessly serve each other, centred on traditional values and behaviours. When you become a part of Haberdashers', you find a place where you belong.

Working in education is not always an easy task. We see the effort, the creativity and the hours our staff put in and we show our appreciation by:

Providing talent development opportunities

We want the best people to join the Haberdashers' Trust because they are ambitious, talented and want to make a difference to children and young people. The Haberdashers' Trust is committed to the continuing professional development of all staff.

Providing a good pension

When you join the Haberdashers' Trust, you can join an excellent Pension scheme, either the Teachers' Pension scheme or the Local Government Pension Scheme depending on your role.

Offering flexible working

We are able to consider flexible and family friendly working opportunities to include part-time, term-time working and job-sharing arrangements. We are able to consider all requests for flexible working after 26 weeks of continuous service

Supporting your health and wellbeing

Balancing everyday life with the requirements of work and home can create pressures for all of us. Work is a large part of people's lives. We support a, healthy work environment that is conducive to a healthy lifestyle. All employees have free access to a 24-hour confidential counselling service, designed to help staff deal with a range of personal and general problems.

Actively promoting equality and diversity

We are committed to promoting an equal, diverse and inclusive community. We want the best people in our schools regardless of age, disability, gender, gender identity, race, religion or belief, sexual orientation, pregnancy and family or marriage and civil partnership. We are particularly keen to receive applications from candidates from historically under-represented and minority groups

“ I believe in the value of working collaboratively with colleagues and partner schools to bring out the best in staff and students. The Trust consider the development of staff to be integral in its pursuit of excellence and I am supported and encouraged to grow within my role. ”

Kate Atwell, Vice Principal
Haberdashers' Crayford Academy



Recruitment process and additional recruitment information

Closing date: 25 October 2021, 12pm
Interview dates: TBC
Start date: January 2022

Recruitment Process:

Once you have submitted your application, it will be assessed against the criteria in the person specification. If you score well against this criteria, you will then be invited to attend an interview. Details will be made available when selected, but the interview is likely to include:

- Panel interview on various topics
- Written task or activity
- Classroom visits
- Classroom observation

Special Requirements:

If you require reasonable adjustments prior to your interview, these can be arranged by emailing crayfordhr@haaf.org.uk

Equality and Diversity:

We recognise the benefits of a diverse workforce. We are committed to eradicating discrimination in the workplace, becoming an employer of choice, for all staff to believe that they have a voice and be empowered to make a difference

References: Before you are invited to interview, we will obtain references from your referees. In order to prevent any delays, please ensure that the reference section of the application form is accurate and completed in full.

Right to work in the UK: Section 8 of the Asylum and Immigration Act 2006 makes it a criminal offence for an employer to take on a new employee whose immigration status prevents him/her from taking up employment. If you are invited to attend an interview, you will be asked to produce original and up to date documentary evidence of your right to work in the UK.

Data Protection: Any data about you will be held securely with access restricted to those involved in dealing with your application in the selection process. By signing and submitting your application form, you are giving consent to the processing of your data.

Criminal Convictions: All education establishments in the UK are exempt from the Rehabilitation of Offenders Act 1974. In practice, this means that all applicants must inform on all spent and unspent convictions on their application form and when completing a Disclosure and Barring form. Failure to provide this information may result in dismissal. List 99 is also obtained on anyone who will be working or coming into contact with children; and must be received by the School before employment can commence.



Haberdashers' Crayford Academy

For an informal discussion about this post,
more information or to arrange a visit,
please contact: crayfordHR@haaf.org.uk

Thank you for your interest in the
Haberdashers' Crayford Academy. We look
forward to receiving your application.