

HEAD OF GEOGRAPHY / ASPIRING HEAD OF GEOGRAPHY

Permanent Contract

Required for: September 2021

Candidate Information



“The central aim of Dene Magna is that every learner shall achieve their maximum potential and enjoy the process”



Part of the Forest of Dean Trust (April 2020)



Dear Candidate

Re: Head of Geography / Aspiring Head of Geography

Firstly, can I take this opportunity to thank you for taking an interest in leading Geography at Dene Magna School. Who would have known a year ago that COVID would have the impact it has. For us, this sadly means our Head of Geography needs to relocate to be nearer his family, which leads to us advertising for a new Head of Geography. We are naturally saddened by this, but we completely understand and look forward with excitement.

Hopefully, in reading the supporting information, you will see a little of why we are all so proud of our school. Having been the Headteacher here for 11 years, my love for Dene Magna keeps growing. It is a unique place with a team of great staff and superb students, who work together to push us all on to be the best we can be.

Dene Magna School is a successful, oversubscribed and high achieving 11-18 School and is the founding member of the Forest of Dean Trust, which also includes Drybrook Primary School. We are located in the most beautiful setting and we are an easy commute from Cheltenham, Gloucester, Hereford, Bristol and surrounding cities.

Dene Magna is a perfect place to study Geography. The Forest of Dean is a superb Geography classroom and there is a great opportunity for the right candidate to continue to bring the subject alive for our highly committed and likeable students. Each student at Dene Magna is hungry to learn and come to a greater understanding of the world around them as they seek to meet our central challenge of discovering the wider world and cherishing their wonderful locality. We are looking for someone who is committed to creating the best experiences and opportunities for each and everyone of our students.

At Dene Magna we are rightly proud of our broad and balanced curriculum. Geography is given a high profile role in achieving this aim with ample time given to the subject at KS3 and a strong and growing GCSE and A-Level cohort. You will be joining a forward thinking school and a great team. Our induction and support makes this position ideal for anyone looking to thrive and step forward into a middle leadership role.

Dene Magna School has an excellent reputation for developing teachers and leaders and this is how we can open this position up to an "Aspiring" Head of Department as well as those who feel they are already at that stage. We place quality teaching and learning at the heart of everything we do and our talent pathways will continue to develop you, regardless of the stage you are at in your teaching career. Our induction programme is clear and well structured and you will be given the opportunity to see lots of us teach as you get to know what makes our students tick.

You will be supported in bringing your passion for Geography to our students and community. If you have the experience, you will be given the scope to develop and make changes. If you are an aspiring Head of Geography, you will be supported in reaching that next step with us. We relish creativity and innovation in the classroom and decisions you make over the direction of travel Geography takes over the coming years will be backed. This includes ideas you have for field study and extra-curricular activities.

We are looking for a Dene Magna person, who is reflective, passionate about young people and open to learning with others and those around them, along with the ability to inspire, motivate and lead a team of staff. You will be welcomed, nurtured and supported in your role so, if you feel this is you, then please get in touch or pay us a visit to discuss this more.

This is an opportunity not to be missed and we can't wait to hear from you.

Yours sincerely

Stephen Brady
Chief Executive Officer of the Forest of Dean Trust
Headteacher of Dene Magna School

INTRODUCTION TO THE GEOGRAPHY DEPARTMENT

We are seeking a dynamic and highly motivated teacher to champion Geography at its highest level and to lead not only the department, but to inspire the next generation of geographers on to both GCSE and A-Level.

This is a fantastic opportunity for an inspirational teacher of Geography who is looking for the next step in their career. You will be given the freedom to innovate and lead the department from strength to strength.

The successful candidate will have the skills and subject knowledge to teach across all year groups, with a commitment that students are captivated by the subject to ensure that they make great progress and thoroughly enjoy their lessons.

At KS3 we offer a broad and balanced curriculum which underpins the requirements of the National Curriculum. We deliver a range of exciting and diverse topics such as Plate Tectonics and Migration in one hour lessons three times a fortnight. The schemes of work offer a range of engaging and thought provoking activities to inspire a love of the subject to students. At KS4 this inspiration and sense of wonder underpins our selection of the OCR A specification for Geography. Students at KS4 are taught in five one hour lessons across a fortnight in fully equipped subject specific classrooms. These classrooms all benefit from a range of subject specific resources and the use of interactive whiteboards.

At KS5 we teach the OCR specification which allows the department the flexibility to select topics, in addition to the core topics, thereby allowing for a range of engaging topics suited to each staff member's specialisms. Lessons at KS5 are delivered at the new 6th Form campus which is 10 minutes away from the school. The classrooms benefit from the latest in interactive board technology and chromebooks, in addition to essential departmental resources.

The geography department offers a range of fieldwork opportunities beyond the requirements of the GCSE and A Level specification in order to allow students to see geography come alive in real life. For example in year 8, students undertake a rivers study fieldwork in the wonderful Forest of Dean which is literally on our doorstep. At KS4 and KS5 we offer a variety of different fieldwork opportunities within the Forest of Dean, Gloucester and beyond by providing day trips and residential. You will be given the opportunity to develop this.

The Department is incredibly proud of its past achievements but is constantly looking to the future. The successful candidate will need to be a team player with enthusiasm, high levels of subject expertise, determination to succeed and a sense of humour.

This is a fantastic opportunity for you as well as the students and school and we look forward to meeting you.

OUR GEOGRAPHY DEPARTMENT

Gwilym Morgan (Head of Department)
We are sorry to be seeing Gwilym leave, but this position could be yours!

Bev Stevenson
Bev has been with us since 2004. She became our Head of Geography, but then moved sideways into our SEN Team as Assistant SENCo. She continues teaching Geography.

Abi Bingham
Abi has been teaching Geography with us since 2017 (currently on maternity leave).

Kellie Beale
Part time teacher of Geography and Assistant Headteacher. Kellie joined us in 2019.

Adam Hurrell
Adam joined us on a temporary contract in November 2020.

THE REST OF OUR HUMANITIES TEAM

Gareth Evans:	Religious Education.
Charlotte Lee:	Religious Education and Sociology.
Lynne Adam:	Head of History.
Adam Harrington:	History, Politics and PP Lead.
Jon Walters:	History and Assistant Headteacher.

JOB DESCRIPTION

Title: Head of Geography / Aspiring Head of Department

Contract: Permanent

Salary: MPS/UPS + TLR2c (£7,067) Head of Geography or MPS/UPS + TLR2a (£2,902) Aspiring Head (this will move to TLR2c upon completion of two year talent pathway programme).

LEADERSHIP RESPONSIBILITIES

- Responsibility for the quality of teaching and learning in the department
- Performance Management for the team
- Development of effective teaching and learning styles/strategies within the department
- To ensure all students are challenged, including MAT, PP and SEN
- To ensure schemes of work are up to date and appropriate and lead staff on the dissemination of this
- Work alongside the department to write effective and inspiring school improvement plans
- To review the department handbook and update where necessary
- Regularly review the work of the department to ensure needs are being met
- To keep Leadership Group informed regarding the performance of the department and its staff
- To organise and lead department meetings
- To represent the department at middle leaders group meetings and heads of department briefings
- To support the whole school Literacy/Numeracy developments alongside the Leadership Group
- To provide regular feedback to the Leadership Group regarding student performance/achievement and progress towards targets in regular school development partner meetings
- Have effective strategies in place to ensure students progress to meet targets and achieve in line with their abilities
- Ensure that success is celebrated.

MANAGEMENT RESPONSIBILITIES

- To monitor and evaluate all department work, including AfL, ILT (Homework), use of ICT, rewards and sanctions
- To ensure whole school policies are implemented consistently across the curriculum area
- To use data and to discuss this with colleagues in order to ensure consistent and constant improvement within the department
- To manage the department's budget
- To ensure the learning area within the department is attractive and promotes learning
- To take part in the interview process for new staff
- To ensure work is set for absent colleagues
- Support the department to ensure the highest standards of student behaviour in subject lessons
- To implement school policies and procedures, for example Safeguarding, Equal Opportunities, Health and Safety, COSHH, Accommodation Strategies etc
- To ensure that Health and Safety policies and practices, including risk assessments, throughout the department are in line with national requirements and are updated where necessary by liaising with the school's Business Manager.

DEVELOPMENT RESPONSIBILITIES

- To promote team work and a positive spirit within the department
- To keep up to date with new initiatives and national developments and represent Dene Magna at local and regional forums
- To review courses offered to students
- To ensure continual professional development of department staff
- To be responsible for the performance management of department staff
- To co-ordinate work with partner primaries to ensure effective transition and progression from KS2 to KS3
- To develop outstanding teaching and learning within the department
- To embrace all CPD programmes already at Dene Magna (Reflective Practitioner Programme, Coaching and Lesson Study)
- To promote geography in a variety of in school and extra-curricular forums.

JOB DESCRIPTION (continued)

ACCOUNTABILITY

- Ensure that the department regularly gives high quality feedback to students in line with the school policy and that students are given time to act on that feedback
- Regularly analyse and interpret data on student progress in this subject and take appropriate actions in the light of analysis. Always ensuring you focus on PP, SEN, MAT and other groups
- Review with colleagues in the department assessments of progress for the classes/groups and individuals they teach and support where needed
- Carry out work samples and discuss the work, progress and attitude from this evidence (following analysis of data) in line with the calendar
- Gather the views of the students via student interviews etc
- Ensure that all groups of students, including those in receipt of pupil premium, make outstanding progress
- To ensure that teaching is led by passionate, knowledgeable linguists.

EVALUATE TEACHING AND LEARNING AND PROMOTE OUTSTANDING TEACHING AND LEARNING

- Evaluate schemes of work to ensure they focus on effective and consistent high quality teaching and learning
- Observe teaching and provide feedback for colleagues
- Review colleagues' planning
- Promote independent learning within the subject area
- Establish effective coaching and mentoring within the department
- Support the department to ensure ILT is set in accordance with the school policy.

LEAD ON IMPROVEMENT

- Lead discussion on department priorities
- Agree targets for raising standards to meet whole school targets
- Lead on improvements in teaching
- Lead on department reviews
- Liaise with other Heads of Department to share approaches and excellent practice
- Liaise with school development partner so that Leadership Group is well informed about department issues, progress and areas of development
- Identify staff training and development needs and provide these either internally or externally.

OTHER SPECIFIC DUTIES

- To continue personal development
- To engage in the performance review process
- To undertake any other duty as specified by STPCD 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 the Headteacher to undertake work of a similar level that is not specified in this job description
- Employees are 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 application or continued employment for any employee who develops a disabling condition
- To love teaching geography and to reflect this to the team and wider community.

We believe it is only right that we balance the challenges that we set and we are fully aware that a passionate, supported and well directed team will go on to achieve great things.

JOB DESCRIPTION (continued)

As a Trust we provide:

1. Competitive salary and clarity in the performance management process.
2. The opportunity to take on short or long term roles within the Trust that help us in our journey.
3. The ability to work with teachers and children from other countries as part of Dene Magna's International School offer.
4. Dene Magna's Reflective Practitioner Programme.
5. Comprehensive new staff induction.
6. Full support for CPD and a career mapping tool to facilitate this.
7. Free onsite parking.
8. On site canteen.
9. Free use of the onsite Gym at Dene Magna.
10. A 'Secret Buddy' system to allow us to keep an eye on one another and appreciate the things we do that others might miss.
11. A Duvet Day for staff who have been with us for more than one term.
12. A termly prize draw for staff.

This information is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and may be subject to modification or amendment at anytime after consultation with the holder of the post.

The duties may be varied to meet the changing demands of the Trust at the reasonable discretion of the Trustees.

This information does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties.



INTRODUCTION TO THE TRUST AND DENE MAGNA SCHOOL & SIXTH FORM

The Forest of Dean Trust was formed in April 2020 with Dene Magna School taking Drybrook Primary School and Nursery under its wing.

Dene Magna School is a successful, oversubscribed and high achieving nationally acclaimed 'Outstanding' Academy and Teaching School. Dene Magna also opened its Sixth Form College in September 2019.

Both schools are situated in a beautiful part of the country, enjoying easy links to surrounding towns and cities.

As a successful teaching school all staff, wherever they are within the Trust, have the opportunity to work alongside outstanding and supportive colleagues, to observe and share practice on a regular basis and develop pedagogy through reflection.

The Trust holds the Investors in People Award and we pride ourselves on excellent student behaviour and have a strong ethos about inclusion and diversity. We are passionate about our community and that includes staff work-life balance. All staff receive the highest level of support, have access to the very best in terms of resources and CPD and will be working in a community where they can really make a difference.

Our curriculum is tailored to meet the needs of our students that we serve, raising their aspirations and allowing them to pursue their dreams, with a particular emphasis on excellence and enjoyment. We listen, challenge and support each other while recognising that we all develop at a different pace and all experience a different journey.

Our community continues to thrive because of the relentless focus that we have on excellent teaching and learning.

At Dene Magna we actively promote our central aim each and every day...

'that every learner shall achieve their maximum potential and enjoy the process'.

WHAT POSITION AM I APPLYING FOR?

HEAD OF GEOGRAPHY

If you are already ready to become our next Head of Geography you will have the freedom to be innovative and lead our Geography department into its next phase.

You will be:



- supported by a School Development Partner
- have access to our RPP programme and
- have the opportunity to observe others and receive the very best feedback.



You will be rewarded with a TLR2c as our permanent Head of Geography from the outset.

WHAT OUR STUDENTS SAY: (March 2021)

KS3:

"I think geography is a very interesting subject to learn about and I find it really fun."

"I enjoy geography because I think it's fun to learn about other places in the world."

KS4:

"I find geography interesting but it is challenging."

"I think geography is fun because it helps me to understand the natural way the world works."

KS5:

"The transition from GCSEs to A-level Geography is a step up but I must say A-level Geography is in much more detail about things and therefore it is so much more interesting. I really enjoy A-level Geography and I am glad I took it. Every lesson gets even more exciting as you find out the new things in the world around us that you might not of known about. It is such an excellent topic to learn about."

ASPIRING HEAD OF GEOGRAPHY

If you are an aspiring Head of Geography don't stop here!

The job description will remain the same but you will be continuously supported, coached and mentored by outstanding teachers and leaders on your journey and given the appropriate training and skill set whilst being in post. You will receive a TLR2a for the post.

This process and training will follow this pathway:

You are an excellent teacher with ambition, talent and real aspirations who is aspiring to be the Head of Geography.



You will join our Talent Pathway where you will be supported by an experienced middle and senior leader, coached and mentored throughout your journey.



You will receive training in data / teaching and learning, budgeting etc.



You will have access to our excellent RPP programme, coaching, observations, feedback and access to Leadership and Middle Management courses.



On completion of your training (approximately 2 years) you will be rewarded with a TLR2c and remain in post as our permanent Head of Geography.



PERSON SPECIFICATION

The successful candidate will possess all or most of the following attributes:

QUALIFICATIONS	
• A good honours degree	E
• Qualified teacher status	E
EXPERIENCE	
• Experience of teaching 11-18	E
• Feedback confirming excellent teaching and leadership or potential leadership	E
• A track record demonstrating a commitment to high standards, continuous improvement and quality assurance	E
• A track record of effectively leading/motivating students and developing team approaches	E
PROFESSIONAL DEVELOPMENT	
• Evidence of commitment to own professional development	E
• Evidence of keeping up to date with educational thinking and knowledge	E
• A strong commitment to the quality professional development of staff	E
• A potential to develop leadership and management skills in the future	D
KNOWLEDGE	
• Knowledge of the KS3/KS4 curriculum	E
• Knowledge of the KS5 curriculum	E
• A good understanding of the use of target setting and tracking data	D
• An understanding of the use and potential of ICT to develop learning	E
PRACTICAL AND INTELLECTUAL SKILLS	
• A commitment to placing teaching and learning at the heart of your work	E
• A commitment to promoting the ethos of Dene Magna with accent on high achievement for all	E
• Ability to empathise with the needs of students and to be firm but fair and effective	E
• Ability to prioritise and manage time effectively	E
• An effective communicator and motivator of students	E
• A team player with the ability to establish good working relationships with staff, students and parents	E
• The ability to set clear expectations and parameters and to hold other accountable for their performance	E
• The ability to challenge underperformance	E
• A commitment to safeguarding the needs of young people	E
PERSONAL QUALITIES	
• A positive attitude to continuous improvement	E
• The ability to inspire and motivate a team	E
• A commitment to ensure each student maximises their potential and enjoys the process	E
• A positive role model to students	E
• A sense of humour	E
• An ability to communicate and work with a range of adults	E
• Hardworking and a team player	E
• A reflective practitioner who wants to continue learning	E

D = desirable

E = essential

SAFEGUARDING INFORMATION

Dene Magna School and the Forest of Dean Trust are committed to safeguarding and promoting the welfare of children and young people and would expect all staff to share this commitment. The school believes in equal opportunities and encourages all staff and children to be treated similarly, unhampered by artificial barriers or prejudices or preferences.

As a Trust we are committed to safety awareness and we undertake the following procedures:

We have DSL's trained to an enhanced level. All staff will require an enhanced DBS check, section 128 check and the prohibition register will be checked. We also have staff trained in Safer recruitment.

Our Child Protection Policy can be found on our website under Policies.



HOW DO I APPLY?

The next step for you in joining us on this exciting journey is to complete the application form and send this along with a detailed covering letter explaining why your skills and experience would make you the perfect candidate to be our next Head of Geography at Dene Magna School.

If you have any questions prior to you submitting your application please contact us at vacancies@FODT.co.uk or Julie Russell on 01594 546030.

Please do take the opportunity to come and visit us (for socially distanced tours) so we can share all the exciting things we are doing. Prospective candidates who would like to visit the school, should in the first instance contact: vacancies@FODT.co.uk

We can't wait to hear from you!

Deadline for applications is: 2PM, 21 APRIL 2021
Interviews will be held w/c: 26 APRIL 2021

OVERVIEW OF OUR RESULTS

The successful candidate will work in an outstanding and supportive Humanities department, teaching Geography to KS3, KS4 and KS5 classes.

All of our subjects are thriving and students make the highest levels of progress, which is demonstrated by our GCSE results for 2019 and 2020 which were our strongest ever!

Exam data overall:

Overall	4+ Basics	5+ Basics
2019	73%	44%
2020	72%	53%

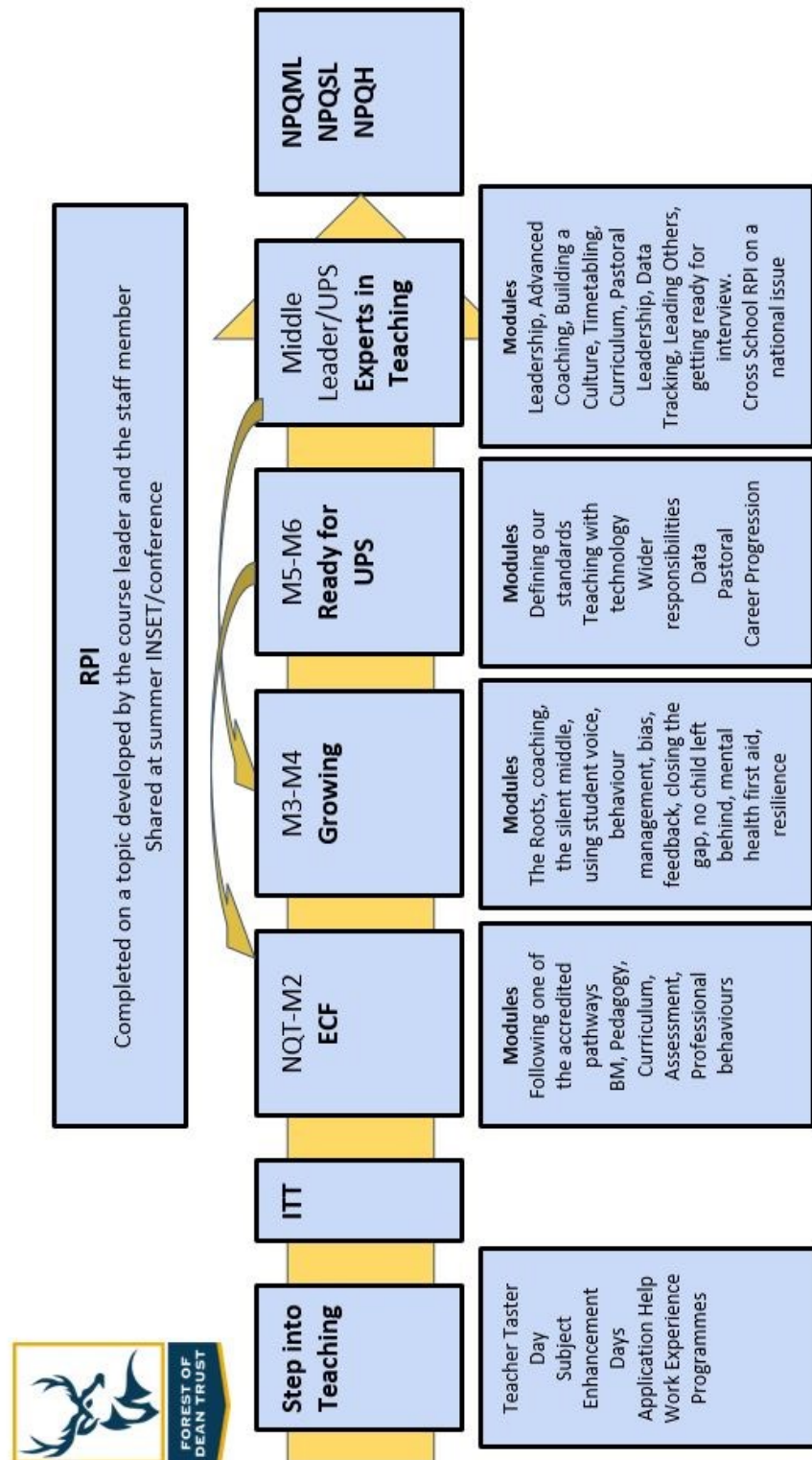
We also had some superb departmental results, Geography being one of them:

Geography	4+	5+	7+
2019	63%	42%	8%
2020	73%	47%	16%

We are eagerly awaiting our first set of A-Level results.



HOW WE SUPPORT YOUR GROWTH





OUR VISION, VALUES AND ETHOS

We work with our community and know that raising aspirations and supporting the pursuit of dreams is not straightforward. We listen, challenge and support and we know that everybody experiences a different journey. There is a genuine partnership between students, staff and parents/carers to support the pursuit of our vision. We have a relentless focus on excellent teaching and learning and, alongside our house system and a healthy dose of fun, we know that our community continues to thrive.

Our school is founded upon the collective pursuit of our leading aim and our students know what that leading aim is. We know that life throws us many challenges and we aim to work in partnership so that we can learn about what lies ahead and prepare ourselves for our role in not just modern Britain, but the world. Progress is rarely linear, in life and school, and we are passionate that our broad and balanced curriculum complements our pastoral care and pedagogy.

Dene Magna is built upon excellent relationships, honest conversations and unwavering support to get the best out of each other. Staff work together to improve their teaching, students are actively involved in leadership across the school and parents are listened to and supported in our shared journey.

The modern world is a complex place and we seek to equip our students with the skills to thrive and to make a difference. We acknowledge that teenage years are a minefield to navigate and we support parents/carers in their journey, but we relish the opportunity we have been given to influence the lives of young people in the Forest of Dean.

If you visit Dene Magna you will see that there is a simple, common-sense approach to working with young people that is founded on giving and getting respect. Our staff love their jobs and we work hard to instil that love of our school into our students and the wider community. We are very serious about our role within the community and we are an active presence within it.



ALL THROUGH JOURNEY...

Being part of the Forest of Dean Trust means children have not only excellent provision for their early years but also a seamless transition to secondary school at Dene Magna School and further education at Dene Magna's Sixth Form.

TRAVELLING TIMES TO GET TO US (approximate).



DENE MAGNA SCHOOL & SIXTH FORM

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