



**Birches Head**  
Academy  
Stoke-on-Trent

## **Recruitment Pack**

**Head of MFL**



**Frank Field**  
Education Trust



# INFORMATION FOR APPLICANTS

Thank you for downloading this application pack and for your interest in becoming Head of MFL (Modern Foreign Languages) at Birches Head Academy, in Stoke-on-Trent.

This is an exciting time at the Academy, as we have made dramatic improvements and seen a complete culture change in recent years, resulting in growing numbers of children applying for places.

We joined the Frank Field Education Trust, providing a firm foundation to enable us to flourish. As an Academy within the Frank Field Education Trust, schools will particularly benefit from the Trust's access to services that will improve the support we can offer to all students and families and also from the opportunity to work with like-minded people, who want the best for children and young people.

The Academy works in partnership with a number of schools both locally and nationally, including our primary feeder schools and colleges to ensure all students have the very best opportunities and outcomes.

## **Our vision is to provide:**

- An exceptional academic education to all children (Intellectual Capital)
- A values led approach to education for every child (Cultural Capital)

- The right environment for every child to flourish by building learning communities in partnership with parents and carers (Social Capital)

Achieving these commitments will ensure that, when pupils leave the Academy, they are ready for the next step in their journey; leaving with the necessary skills and knowledge, and the desire to serve others, to become the next generation of leaders.

Our determination to do this, in its fullest sense, resonates with our Academy motto inspired by the words of Oscar Romero "Aspire to be More". I have very high aspirations for the young people at Birches Head Academy. I want the very best for them. I want them to 'Aspire to be More'.

If you feel you can make a contribution to this important enterprise and help our children to be the best that they can be, then I look forward to receiving your application.

If you would like to discuss this vacancy or visit the school please contact Mrs J Bracegirdle, Principal's PA by email at: [jbracegirdle@bircheshead.org.uk](mailto:jbracegirdle@bircheshead.org.uk).

**Ms Katie Dixon**  
**Principal**



# A WELCOME FROM THE CEO OF THE FRANK FIELD EDUCATION TRUST



The Frank Field Education Trust (FFET) is a multi-academy trust (MAT) based in two Regional Schools Commissioners areas (L&WY and West Midlands) which aims to build on the work of the Outstanding teachers, leaders and schools within the Trust to serve the most disadvantaged schools and communities in England.

The founder of the Trust, the Rt. Hon. Lord Frank Field, served for almost 40 years as the Member of Parliament for Birkenhead. During this time, Frank has written extensively on education and, in 2010, wrote "The Foundation Years: preventing poor children becoming poor adults" report, which is regarded as a landmark document regarding the importance of education and Early Years care in ending disadvantage. The review found that the gap in cognitive, social and emotional skills between the most and least disadvantaged students starts well before children enter the education system. This gap widens still further during school years.

Our intention is to work with schools that buck this national trend, with the aim of equalising or bettering life chances by the time our young people leave school. We believe social justice can be achieved through excellence in education.

We welcome applications from people who share our ambition to provide an education for children that is unparalleled in this country and have the enthusiasm and drive to make this a reality.

**Mr Tom Quinn**  
**CEO of The Frank Field Education Trust**





## STOKE-ON-TRENT

The City of Stoke-on-Trent is in the West Midlands and has a population of 270,000, which is predominately white British, but with a significant minority ethnic community. Ambitious plans are underway to transform and renew the City through major investment in health, housing, economic development, and education.

The 'Potteries' as Stoke-on-Trent is affectionately called, is renowned for its world-class ceramics industry and industrial heritage. The Midlands power house is driving economic growth and renewed prosperity.

The City boasts a strong cultural tradition with its ceramics and Performing Arts heritage. With an increase in the number of children, education is of critical importance to the future prosperity of the City.



# JOB DESCRIPTION: Head of MFL

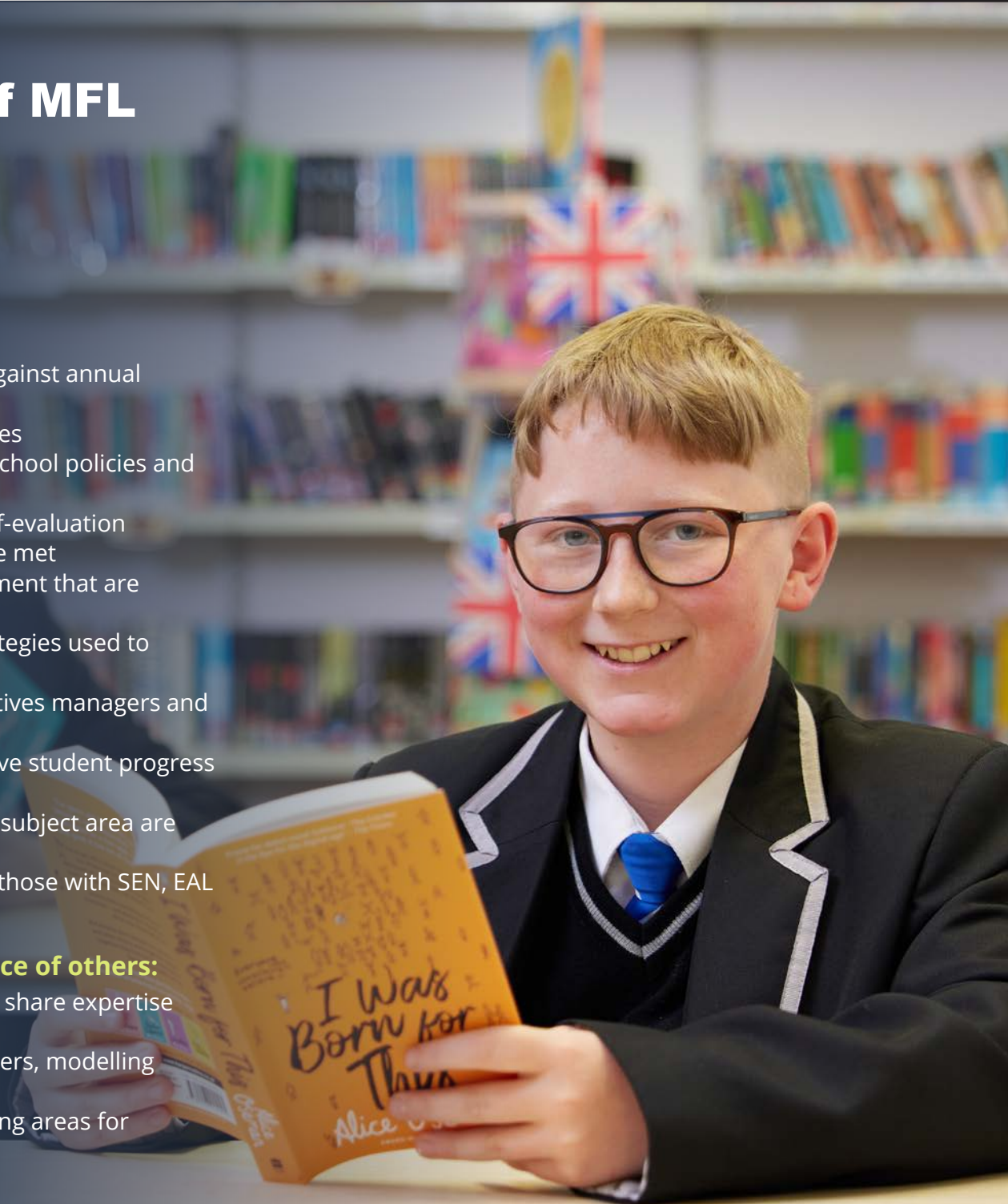
Reports to: Senior Leadership Team

## Working with relevant managers and teachers:

- Identify appropriate attainment and achievement targets
- Monitor and evaluate student standards and achievement against annual targets and over time
- Monitor planning, curriculum coverage and learning outcomes
- Monitor standards of student behaviour and application of school policies and strategies
- Lead evaluation strategies to contribute to overall school self-evaluation
- Ensure that relevant attainment and achievement targets are met
- Define intervention strategies to address issues for development that are identified
- Evaluate and report on the effectiveness of intervention strategies used to address identified issues
- Identify quantifiable and challenging student progress objectives managers and teachers their performance management objectives
- Support teachers in planning appropriate strategies to achieve student progress against target levels and objectives
- Ensure that agreed student progress target levels within the subject area are achieved or exceeded
- Monitor the objectives and targets for all students including those with SEN, EAL and promote the importance of raising their achievement

## Leading, developing and enhancing the teaching practice of others:

- Maintain personal teaching expertise to a high standard and share expertise with others
- Act as role model of good classroom practice for other teachers, modelling effective strategies with them
- Plan and implement strategies to improve teaching, identifying areas for improvement



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## Head of MFL

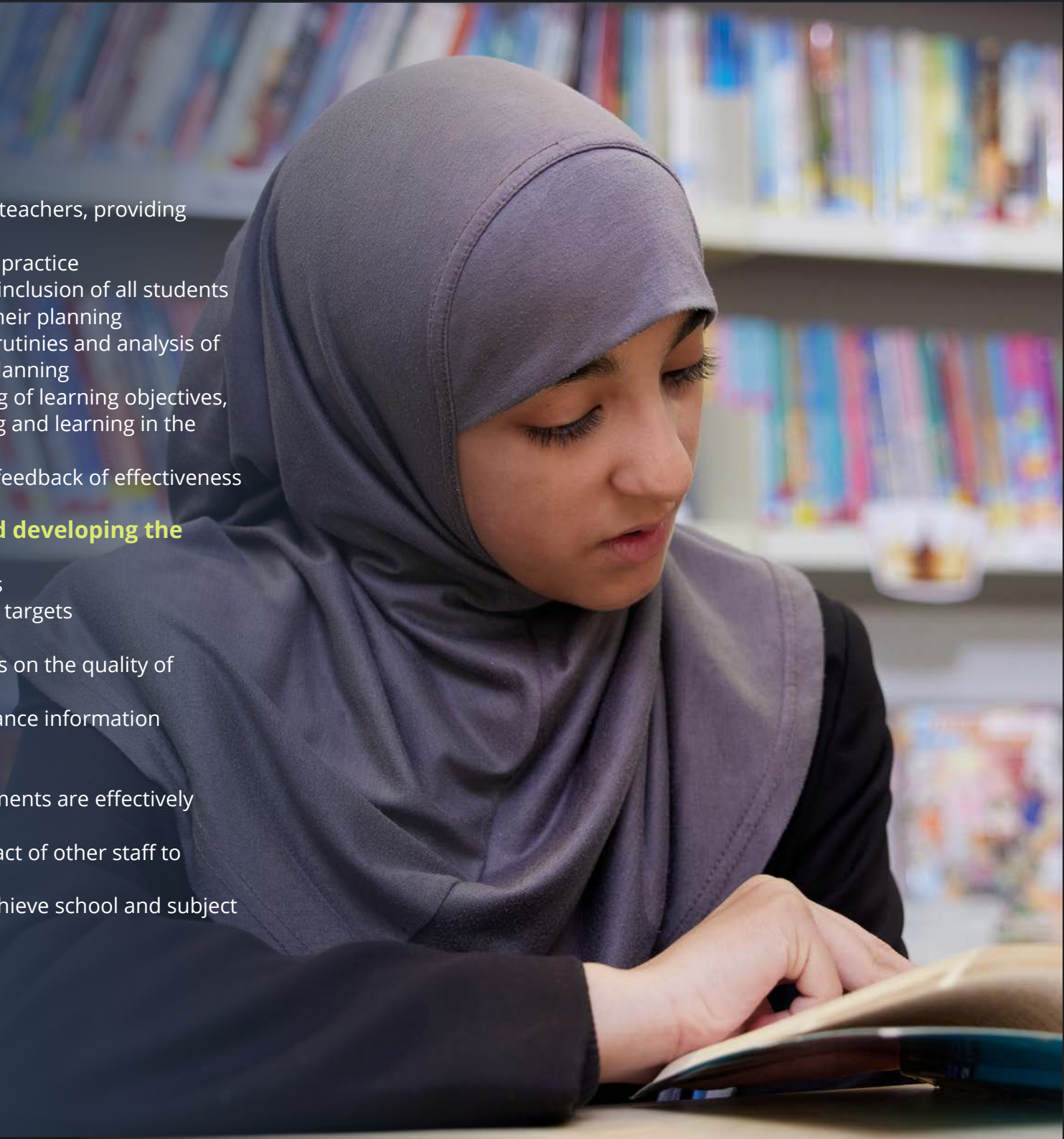
- Monitor and evaluate the planning of other teachers, providing constructive feedback on a regular basis
- Disseminate examples of effective planning practice
- Ensure that teachers aware of the needs of inclusion of all students and groups and make provision for this in their planning
- Ensure that feedback from observations, scrutinies and analysis of data is appropriately reflected in teachers planning
- Ensure teachers are clear about the teaching of learning objectives, outcomes, understand sequence of teaching and learning in the subject and communicate this to students
- Observe colleagues and provide evaluative feedback of effectiveness

### Accountability for leading, managing and developing the subject:

- Identify relevant school improvement issues
- Define and agree appropriate improvement targets
- Co-ordinate CPD needs and opportunities
- Evaluate impact of all improvement activities on the quality of learning and teaching
- Provide the Principal with relevant performance information

### Line Management responsibility:

- Ensure performance management arrangements are effectively discharged
- Monitor and evaluate contribution and impact of other staff to school improvement in relation to subject
- Plan the deployment of staff expertise to achieve school and subject improvement objectives
- Take responsibility for pastoral care of team
- Manage departmental budget effectively



# PERSON SPECIFICATION: Head of MFL

	ESSENTIAL	DESIRABLE
<b>QUALIFICATIONS</b>		
Degree in a Modern Foreign Languages (MFL) subject	Y	
QTS for secondary education	Y	
PGCE		Y
<b>EXPERIENCE</b>		
Implementing a department responsibility in Modern Foreign Languages (MFL)	Y	
Responsibility in wider school		Y
Successful KS4 and KS3 teaching in Modern Foreign Languages (MFL)	Y	
Experience of working successfully with partner primaries and post 16 providers		Y
Experience of running extra-curricular activities & trips		Y
Examination marking in Modern Foreign Languages (MFL)		Y
Experience of ITT training and supporting ECTs (formerly NQTs)		Y
<b>SPECIALISM</b>		
A high level of competence in teaching Modern Foreign Languages (MFL)	Y	
Able to use new technologies in the teaching of Modern Foreign Languages (MFL)	Y	
Ability to develop new and imaginative units of work	Y	
Outstanding subject knowledge	Y	
<b>PRACTICAL &amp; INTELLECTUAL SKILLS</b>		
Effective and successful classroom teacher	Y	
A commitment to enhancing use of I.C.T	Y	
Excellent organisational, communication and decision-making skills	Y	
Good time management skills	Y	
Good analytical, conceptual and problem-solving skills	Y	
<b>DISPOSITION, APTITUDE, ATTRIBUTES</b>		
The ability to relate to and build relationships with students, parents and other members of the school community	Y	
Pro-activity	Y	
Commitment to hard work	Y	
Commitment to meeting departmental deadlines	Y	
Commitment to participative and continuous improvement	Y	
Openness and willingness to learn	Y	
Enthusiasm for change	Y	
Resilience	Y	
A willingness to participate in after school activities	Y	
Reliability	Y	

# HOW TO APPLY

If you decide to apply for this position, please complete an application form: curriculum vitae alone will not be accepted. Your formal letter of application (supporting statement) should be no longer than two sides of A4 and should address:

- Why you are attracted to this position and Academy
- How your experiences and achievements match the job description and person specification

## **Please return your completed application to:**

Jocey Bracegirdle (PA to the Principal)  
at: [jbracegirdle@bircheshead.org.uk](mailto:jbracegirdle@bircheshead.org.uk)

Please note, it is the policy of Birches Head Academy to contact shortlisted candidates only.

## **Academy Location**

Birches Head Academy  
Birches Head Road  
Stoke on Trent  
ST2 8DD  
01782233595  
Email: [info@bircheshead.org.uk](mailto:info@bircheshead.org.uk)

## **Additional Information**

Ofsted Reports: [www.ofsted.gov.uk](http://www.ofsted.gov.uk)  
Information about Stoke City Council: [www.stoke.gov.uk](http://www.stoke.gov.uk)  
Frank Field Education Trust: [www.ffet.co.uk](http://www.ffet.co.uk)





# ABOUT THE FRANK FIELD EDUCATION TRUST

The Frank Field Education Trust (FFET) is a Multi Academy Trust (MAT) formed with the explicit intention of delivering world-class education. We do this by delivering a curriculum that focuses on developing intellectual, social and cultural capital in our young people that will enable them to become adults that will have choice-filled lives and be good people. Our Trust has a particular focus on working with the most disadvantaged in our society and we believe through excellence in our schools we can ensure that social justice will prevail for all our students and families. There are currently three schools in FFET (and two Associate Schools):

## The Ellesmere Port Church of England College

Based in Ellesmere Port, Cheshire, this 11-18 school has been transformed into a high performing College. It is a faith school and, as such, reflects our vision within a Christian context.

## Handforth Grange Primary School

Based in Handforth, near Manchester, this outstanding primary school and National Support School leads the way in innovative curriculum development and inclusion.

## Birches Head Academy

Based in Stoke, BHA is our newest school to join the Trust and is rapidly growing in pupil numbers as its reputation for inclusion, diversity and excellence spreads amongst its community.

The Frank Field Education Trust is recognised by the Department for Education as a sponsor. This means the Trust has given a commitment to support academies facing all types of challenges, including educational standards and financial viability. Our growth model is established around local hubs within the Lancashire & West Yorkshire and West Midlands RSC regions which will provide education from 3-18 years and also include support from birth to three years.



# EMPLOYEE BENEFITS

## Collaborative Working



We work collaboratively with academies in our FFET family, allowing our students and staff many opportunities to develop themselves.

## Strong Culture & Purpose



A strong organisational culture and purpose. Establish a positive school culture that is focused on achievement and well-being.

## Staff Development & Well-being



A commitment to staff development and staff well-being. A palpable sense of community built on trust and transparency.

## New Ideas and Innovation



A culture that embraces new ideas and uses innovation for continuous improvement.

## Medicash



Our Medicash health plan offers a wide variety of benefits from cashback on your everyday healthcare treatments and checks to virtual guides and tools you can use from home.

## Employee Assistance Programme



Provides employees 24-hour access to confidential support, professional advice and short-term counselling to help them deal with personal and work-related problems.

## CycleScheme



Cyclescheme is an employee benefit that saves you 26-40% on a bike and accessories. You pay nothing upfront and the payments are taken tax efficiently from your salary.

## The Electric Car Scheme Salary Sacrifice



Our electric vehicle salary sacrifice scheme lets an employee pay for an electric car each month using their gross salary – that's before tax and other contributions are deducted!

# GROWING NETWORK

Joined December 2018



The Ellesmere Port  
C of E College

Joined February 2019



Handforth Grange  
Primary School

Joined December 2020



Birches Head  
Academy

September 2021

Early Life Project begins



Early Life  
Programme





*Part of the*

**Frank Field**

Education Trust

**ASPIRE TO BE MORE**

Birches Head Academy, Birches Head Road, Stoke-on-Trent, Staffordshire, ST2 8DD

**Telephone:** 01782 233595    **Fax:** 01782 236647  
[info@bircheshead.org.uk](mailto:info@bircheshead.org.uk)    [www.bircheshead.org.uk](http://www.bircheshead.org.uk)



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