



**UPLANDS
ACADEMY**

AMBITIOUS FOR EXCELLENCE

HEAD OF MFL

Information for applicants
January 2024

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Welcome to MARK Education Trust

After operating as a Single Academy Trust for several years, we were delighted to become a fully functioning Multi Academy Trust when Uplands Academy joined our first school, Beacon Academy, on September 1st 2022.

Our trust's motto is 'ambitious for excellence' and this applies to all aspects of its work, including governance. From September 1st 2022, Our trust moved from being a multi academy trust operating as a single academy trust, to a fully functioning multi academy trust containing our two East Sussex based secondary schools, Beacon Academy in Crowborough and Uplands Academy in Wadhurst.

Our trust's mission statement is:

MARK Education Trust provides the best possible education for our students, preparing them for life, so they can stand equally alongside their peers, locally, nationally and globally.

The guiding values of MARK Education Trust are:

- M – Motivated: to create exceptional, caring and safe educational establishments
- A – Ambitious: high expectations of staff and students
- R – Resourceful: ensuring efficiency and value for money
- K – Knowledgeable: valuing learning for life

Our vision

MARK Education Trust will create:

- Schools with their own strong identity underpinned by shared values
- Schools with expertly taught broad and balanced curriculums which give students the knowledge they need to further their education and thrive in adult life
- Schools which through collaboration constantly improve so that they are recognised for their outcomes at a local, regional and national level
- Schools which are the school of choice for their community and the employer of choice for the best professionals
- Safe and happy environments which enable students and staff to thrive and succeed
- Governance, leadership and management which is robust at all levels, ensuring that the trust is fully accountable to its stakeholders
- A strategy of 'growth with care', ensuring that the trust is able to meet the needs of and invest in its own academies as well as the capacity to support further academies



Welcome from the Chief Executive Officer and Executive Headteacher Anna Robinson and Headteacher Chris Connor

Welcome to Uplands Academy

We know that choosing a place to work in is one of the most important decisions you will make for yourself and your family so we thank you for your interest in our school and hope that the following information will assist you with knowing a little more about who we are and what we stand for at Uplands Academy.

Who we are and what we stand for

At Uplands, the relationships between our staff and our students are excellent and ones that we are proud of. Our staff have high expectations, are ambitious for our students, and they know them well. We pride ourselves on our rigorous focus on the child as a unique individual, including our most disadvantaged and those with SEND. We ensure that the lessons that our students receive are personalised and inclusive, enabling them to be actively engaged in their learning.

Uplands Academy Vision

At Uplands Academy, we want our children to be happy, successful and confident by providing the best possible education for all our students. We want to be an exceptional educational establishment for our community.

- **Our curriculum** for our students is rightly ambitious - it is as broad as it is balanced. It has a strong academic core which, where relevant includes vocational and technical ambitions with choices for students to opt into in key stages four and five. Our curriculum is expertly planned to maximise educational opportunities and prepare our students to be socially and economically successful. As a result of this, we want our students to develop keen interests, a lifelong passion for learning and an impressive, coherent, and cumulative understanding of the world. All of this meaning that they can consistently achieve highly and be prepared for future success and happiness in education, employment or training.

- **We have uncompromisingly high expectations** for the quality of education that our students receive, including the most disadvantaged and those with SEND - there is no room for complacency.
- **We support and encourage our school community** – we expect everyone to Make their MARK academically by being motivated, articulate, resilient and knowledgeable, both in their lessons and beyond, and socially both inside and out of our school environment by having excellent manners, being accepting, respectful and kind. These expectations are reflected in the excellent relationships that exist between our board of trustees, staff, students, parents, carers and the wider community.
- **We recruit, retain and develop exceptional staff and trustees** to ensure that through every aspect of their experience of Uplands, our students are inspired, engaged and challenged, enabling them to make excellent progress and attain well. This includes our most disadvantaged and those with SEND.
- **Our staff care deeply** - each day they strive to be positive role models, thus supporting the inclusive culture of our school environment. Our staff want our students to feel safe and happy and listened to academically, socially and in terms of their well-being. We have a culture that is highly aspirational and ambitious for excellence in all we do and where commonalities are identified and celebrated and that differences are respected, accepted, valued and nurtured.
- **As staff we model what we want to see from one another and our students** – we promote and expect a positive and motivated commitment to education from our students and their parents and carers.
- **Our standards are unapologetically high** – this applies to both our staff and students, thus enabling our teachers to teach and our students to learn and excel, at Uplands Academy and beyond.

We encourage you to come and see this and Uplands Academy for yourself during this exciting new phase for our school.

Anna Robinson & Chris Connor
Executive Headteacher & Headteacher

The MFL Department

The MFL department at Uplands Academy is led by the Head of Department and supported by three other members of staff with a range of specialisms and wealths of experience. We have experienced members of staff who are examining for AQA and have an excellent knowledge of the AQA GCSE. The department regularly takes part in the East Sussex Hub and shares good practice with other MFL departments. We consistently use our department time to do CPD on MFL teaching practices and the department is always keen on making sure that we are keeping up to date with current changes in our subjects.

We work collaboratively as a team to create resources, review and plan assessments as well as our curriculum. At Key Stage 4, we work more specifically with Kerboodle and Exampro.

Languages are a popular option choice at Key Stage 4 and we have had a high intake over the past four years. Our students have enjoyed study days at the British Film Institute, interactive plays in the target language, spelling bees and other cultural activities such as The European Day of Languages, El Día de los Muertos, Bastille Day or learning about Asterix and Obelix. As part of our curriculum, we also share culture through a range of films and short films in the target language such as Coco or Les Choristes at Key Stage 3 and Places des fêtes or Intouchables at Key Stage 4. Our students also do thoroughly enjoy the use of Linguascope, Memrise, Quizlet and Kahoot in the department ICT suite.

Departmental Staffing Structure	Head of Department: Laura Parrini (French and Spanish) Teaching Staff: Lucy Vallejo (Spanish) Valentina Semeraro-Waters (French) Martin Valentine (French and Spanish KS3)
Curriculum	We are currently using AQA as an exam board.
2023 Results KS4	French: 98% of students achieved a grade 9-1. 33% achieved a grade 9-4. Spanish: 100% achieved a grade 9-1. 68% achieved a grade 9-4.
Facilities	Each classroom is equipped with an Interactive white board. One classroom is an ICT suite which we share as a department.

The MFL Department

Resources	<p>We currently subscribe to Kerboodle (KS4 French and Spanish), Exampro and Linguascope.</p> <p>We currently do not follow a specific textbook. As a department we share resources and work collaboratively to adapt our resources.</p> <p>Each student has their own mini-white board to use in lessons.</p>
Key areas for development	<ul style="list-style-type: none">• Although the KS3 and 4 curricula have been rewritten 3 years ago and are consistently reviewed, they will need to be further reviewed following the changes in MFL.• The new subject leader will have to choose whether they want to keep our current exam board (AQA) or move to a different one.• Improving the attainment of KS4 students who are targeted a grade 4 and students who are targeted a grade 6/7.• Planning and organising extra-curricular activities.

Job Description

JOB TITLE:	HEAD OF MFL
JOB PURPOSE:	To lead a department using data to ensure student progress meets academy targets. To lead all staff within the department ensuring accountability for student development and providing appropriate CPD opportunities.
ACCOUNTABLE FOR:	All staff who teach and provide support within the subject area

KEY ACCOUNTABILITIES	KEY TASKS
The Leadership and Management of Progress	<ul style="list-style-type: none"> • To develop teaching and learning so that it provides a personalised and sustainable curriculum and has a positive impact on student progress • To be accountable for the progress of all students within the subject area, ensuring that good progress is made and targets are met. • To ensure that the experience of all students in the subject area is enriching and relevant to their learning. • To provide regular feedback for staff, through lesson observations, drop ins, book sampling, and mark book checks, in a way which recognises good practice and provides appropriate development opportunities. • To ensure that all academy policies are implemented and embedded within the department
The Leadership of People	<ul style="list-style-type: none"> • To provide effective and relevant professional development opportunities for all staff within the department, especially those that are newly qualified and at an early stage of their careers, that has a positive impact on their teaching. • Understand and make full use of performance management, and lesson observations to encourage, challenge and support improvements in teaching • To regularly review the standards of teaching and learning within the department to ensure all staff are meeting minimum standards. • To hold all staff to account for the progress of the students they teach, ensuring it meets academy targets. • To lead the department to meet the academy's objectives.

Job Description continued

KEY ACCOUNTABILITIES	KEY TASKS
The Leadership of Policy	<ul style="list-style-type: none">• To ensure that all academy policies are implemented and embedded within the department.• To ensure that the academy's behaviour and inclusion policies are implemented and embedded.
The Management of Resources	<ul style="list-style-type: none">• To oversee and evaluate the subject budget allocation to ensure it is spent in line with subject learning priorities and best value principles.• To ensure that all resources are purchased in line with academy financial policies.
Communications	<ul style="list-style-type: none">• To ensure that SLT are regularly updated about the subject area, including successes, issues and concerns in relation to both student achievement and professional developments needs of the staff.

Beacon's teachers are also accountable for promoting a positive image of the value of education within the student body of the Academy and in the wider community. Other whole Academy responsibilities include tutoring, or a commitment to the Academy pastoral system, attendance at INSET and other reasonable duties as directed by the Headteacher.

Person Specification

ESSENTIAL	DESIRABLE
<p>Qualifications</p> <ul style="list-style-type: none"> • Graduate & Qualified teacher • Strong academic background 	<p>Qualifications</p> <ul style="list-style-type: none"> • Evidence of commitment to professional development
<p>Experience</p> <ul style="list-style-type: none"> • Secondary teaching experience or practice across both Key Stage 3 and 4 • An excellent practitioner with the drive and ambition to develop further • Excellent knowledge of assessment strategies and their effective implementation 	<p>Experience</p> <ul style="list-style-type: none"> • Leadership experience • Teaching students across prior attainment bands in a large comprehensive school • Experience of working in an impact led data driven culture • Experience of utilising both Apple and Microsoft programmes to develop engaging lessons
<p>Philosophy</p> <p>Commitment to:</p> <ul style="list-style-type: none"> • An educational vision focused on students • Working collaboratively with other team members to develop pedagogy • Equality of opportunity • The responsibility of contributing to whole team effort 	<p>Philosophy</p> <ul style="list-style-type: none"> • An understanding of Academy status • Consistently good teaching with examples of developing outstanding practise. • An understanding of MFL as part of the whole curriculum
<p>Skills</p> <p>You will need to:</p> <ul style="list-style-type: none"> • Be an effective Teacher • Be and effective Communicator • Have strong ICT skills 	
<p>Personal Qualities</p> <p>We will look for evidence of personal qualities such as vision, a team player, initiative, solution focused, energy, self-motivation, resilience and a sense of humour!</p>	

Applications

Please note that applications will be considered as they are received and you are therefore advised to submit your application as early as possible, as some interviews may take place, and an appointment may be made, before the closing date is reached for this position.

If, like us, you are passionate about providing the best possible education for all students in a school with sustained improvement and a culture of high expectations and ambition, please ensure you:

1. Complete the statutory application form.
2. Provide a letter of application that is no longer than 2 sides of A4. It is recommended that your letter is structured according to the main headings of the person specification. Please include any achievement data that are applicable to the role you are applying for. If possible, this should be across 3 years; otherwise please provide your latest set of results.
3. Provide two references, one of whom must be the Headteacher from your current school or most recent significant employer.

Uplands Academy is committed to providing the best possible care and education to its students and to safeguarding and promoting the welfare of children and young people. The Academy is also committed to providing a supportive and flexible working environment to all its members of staff.

The Academy recognises that, in order to achieve these aims, it is of fundamental importance to attract, recruit and retain staff of the highest calibre who share this commitment. Please refer to our Recruitment, Selection and Disclosure Policy and Procedures which supports our statutory obligation to comply with Keeping Children Safe in Education 2023.

Further information can be found on our website.

Completed applications should be sent to:

Human Resources
Uplands Academy
Lower High Street
Wadhurst
East Sussex TN5 6AZ
Telephone: 01892 782135
Email: hr@uplandsc.com



How will **you**
make your **MARK?**

 **Manners**

 **Acceptance**

 **Respect**

 **Kindness**



How will **you**
make your **MARK?**

 **Motivated**

 **Articulate**

 **Resilient**

 **Knowledgeable**



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