



***'Learning For Life'***

# **RECRUITMENT PACK**



## **Head of RE**

**Required for January 2023**

**Deadline for applications: 09:00 hrs on Monday 4 July 2022**

**Headteacher: David Pover**

**The Burgate School and Sixth Form, Salisbury Road, Fordingbridge, Hampshire, SP6 1EZ**

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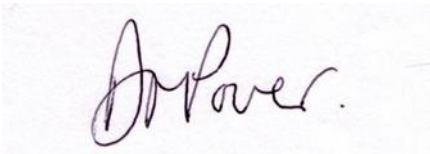
**Website: [www.theburgate.com](http://www.theburgate.com)**

Dear Prospective Applicant

I am delighted that you are interested in applying for this post at The Burgate School and Sixth Form. The Burgate is a school that expects both staff and students to strive to do their very best united by a common belief that everyone's learning journey should be exciting, enjoyable, and individual. Our desire to be one of the top comprehensive schools nationally continues with great enthusiasm and this appointment is a key factor in ensuring that we achieve that ambition. Please take your time to explore our school's website which will give you a greater understanding of what we believe is a happy, caring, and successful school. I hope both our website and this recruitment pack will give you a better understanding of The Burgate School and Sixth Form and the way we work.

I very much look forward to receiving your application to work with us at The Burgate.

Yours sincerely



**Mr David Pover**  
**Headteacher**

## **Head of RE**

### **The Post**

We are looking for a well-qualified, inspiring classroom practitioner with strong subject knowledge to lead our highly successful RE Department. You will be leading a small team of teachers who are dedicated to the development of inspirational lessons and are always searching for new and innovative ways to engage and motivate students to achieve their full potential.

This is an exciting opportunity for a committed, energetic, and aspirational teacher to join a thriving school which was rated 'good' by Ofsted in May 2019 with the Sixth Form graded as 'outstanding'. As a school we are committed to comprehensive education and 'Learning for Life' is at the heart of all we do.

### **Our Curriculum**

The RE Department consists of two specialist teachers and aims to provide an interesting curriculum that introduces students to relevant issues in religion, philosophy, and ethics. Students are taught Christianity and Islam in Year 7 and study 'Religion and Science', 'Good and Evil' and Buddhism in Year 8. Key Stage 3 students are allocated two teaching hours each fortnight.

RS (Philosophy & Ethics) is currently an option subject in Years 9, 10 and 11 and is taught via five hours each fortnight. Christianity and Buddhism are taught following the AQA specification and the department is in the process of increasing the RE provision across KS4. Option numbers have increased in recent years from 14 to 26 to 31. Results are traditionally very strong in the subject, with all students achieving a grade 5 or higher in 2019 and 53.8% gaining a grade 7 or higher in the same year.

The subject is also popular at A Level, with students following the OCR specification on 'Philosophy of Religion', 'Religion and Ethics' and 'Developments in Christian Thought' in nine lessons per fortnight. Class sizes have traditionally been in the teens (although 21 students make up the current Year 12 cohort) and results have been good. Results between 2016 and 2019 averaged ALPS grade 3.5 and 75% of students achieved A\*- C in 2019.

### **Our Facilities**

There are currently two specialist teachers in the RE department with specialist rooms. The school's main systems are SIMS, Office 365, all of which are integrated and, with the exception of SIMS, hosted in the cloud. All of our teaching staff are given their own laptop to support their role.

### **Further Information**

Applicants are invited to contact our Deputy Headteacher, Ben Clemson, in the first instance.

### **Salary**

Highly competitive salary dependent on qualifications and experience.

### **Contract**

Permanent/Full-Time

### **Deadline for Applications**

Applications must be submitted by 09:00 hrs on Monday 4 July 2022.

### **How to Apply**

For details and guidance on how to apply for the role, please refer to the end of this pack.

### **Safeguarding and Child Protection Statement**

Safeguarding determines the actions that we take to keep children safe and protect them from harm in all aspects of their school life. As a school and sixth form we are committed to safeguarding and promoting the welfare of all our students.

The actions that we take to prevent harm, to promote wellbeing, to create safe environments, to educate on rights, respect, and responsibilities, to respond to specific issues and vulnerabilities all form part of the safeguarding responsibilities of the school and sixth form.

Due to the nature of the position for which you are applying, and to ensure your suitability for this type of work, all our recruitment and selection practices reflect this commitment. Should you be successful, any offer of a post will be conditional subject to an enhanced Disclosure and Barring Check as well as other relevant pre-employment checks including the

receipt of two satisfactory references and medical clearance. As this is a post in regulated activity, the DBS check will include a children's barred list check. It is an offence to seek employment in regulated activity if you are on a barred list. All positions within The Burgate School and Sixth Form are exempt from the provisions of the Rehabilitation of Offenders Act 1974.

A copy of our child protection policy and our policy on the employment of ex-offenders are available to view on The Burgate School and Sixth Form's website at: <https://www.theburgate.com/policies>

### **Equal Opportunities Statement**

The Burgate School and Sixth Form is an equal opportunities employer and values the diversity of our workforce and welcomes applications regardless of age, gender, ethnicity, or religion.

### **General Information for Applicants**

The Burgate School and Sixth Form is a school that wants every student to enjoy their learning and feel valued for who they are. The school provides high quality comprehensive education for children aged between 11 and 18 and we enjoy an excellent reputation within the local community for our high standards. Consequently, many students attend the school through parental choice. We provide a broad curriculum and a creative approach to learning that inspires curiosity, builds collaboration, helps develop resilience and encourages flexibility of thought.

This could not be a better time to join The Burgate; our GCSE results in 2019 were exceptional with 83% of students achieving both English and Mathematics at Grade 4+ and 49% achieving Grade 5+. This gave a Progress 8 value added score of +0.24 which was significantly above the national average and once again places The Burgate as one of the very best performing schools in Hampshire. Our A level results are consistently very good and our results in 2019 were our best ever, ranking us in the top 10% of 16-19 providers nationally. 53% of A level results were at A\*-B grades and over 81% at grades A\*-C, with practically all students gaining a place at their chosen university.

We offer a wide range of subjects at GCSE and A Level delivered by a highly qualified team of professional teachers and support staff who are committed to offering the highest quality of education to the students. All staff members participate in a well-established performance management scheme. Induction and in-service training are provided for all staff and there is a special internally run programme for NQTs and another for RQTs, as well as access to a wide range of CPD through our Teaching School alliances and beyond. Internal promotion is a typical route for progression to higher levels of leadership for Burgate staff.

The school has a very committed and supportive board of trustees, enjoys healthy links with the local community, our cluster primary schools and partnership schools. We build and consequently benefit from excellent supportive relationships with parents, and we encourage close contact with the school whenever they have concerns regarding their child's education.

The school was inspected by Ofsted in May 2019 in which we were awarded 'Good' overall with three of our inspection judgements being 'Outstanding'. The inspectors praised the high expectations of everyone at the school and remarked how the school's trustees and staff work closely together to create a team spirit that provides a consistent and positive learning environment, where teaching is inspirational and student behaviour is superb.

The Burgate School and Sixth Form is situated on the outskirts of Fordingbridge, in Hampshire. Salisbury, Bournemouth, Southampton and the Channel ports of Poole and Portsmouth are all within easy driving distance, and the major cities of Bath, Bristol and London all easily accessible by road and rail. With the New Forest National Park, Isle of Purbeck, Jurassic Coast and Salisbury Plain further enriching and enhancing the natural beauty of the local environment, the successful candidate will have a chance to live and teach in one of the most highly desirable areas of England, where the standard of living is of the best available nationally.

## **JOB DESCRIPTION**

### **HEAD OF DEPARTMENT: RE**

**Impact Statement:** secure high-quality teaching and learning within the department and effective use of resources to improve educational outcomes for all students so that each achieves his or her full potential.

#### **LEVEL OF RESPONSIBILITY:**

TLR 2a (£6,791)

#### **LINE MANAGER:**

Deputy Headteacher

#### **CORE RESPONSIBILITIES:**

- Maintain high professional standards and level of conduct
- Adhere to statutory policies and procedures and undertake training as required
- Contribute to the delivery of the school's vision
- Uphold the values of the Burgate School and Sixth Form
- Help to foster innovation and the development of new capabilities
- Engage with school improvement plans and initiatives
- Support the pastoral care and behaviour standards of students to ensure they feel safe, secure, and valued

#### **KEY RESPONSIBILITIES:**

- Be responsible for the development, implementation, review and evaluation of the DIP.
- Quality assurance to uphold the highest standards of work and conduct of students and staff in the department.
- Maintain a high quality learning environment within the department.
- Uphold the pastoral care, discipline and behaviour of students to ensure that they feel safe, secure and valued.
- Oversee the department's curriculum and continually review the impact of the learning
- Set, observe and maintain high standards for Burgate lessons
- Regularly moderate assessment and marking procedures to ensure accuracy and consistency of all teachers in the team
- Monitor and track the progress of all students; identifying underachievers and implementing measures to support them.
- Undertake lesson observations and work scrutinies to ensure that learning experiences offered are appropriate and relevant to learning needs to ensure good progression for all students
- Inform and advise the Leadership team on all matters related to the department through fortnightly 1:1 meetings with LT Lead.

#### **SPECIFIC RESPONSIBILITIES:**

- Monitor uptake of students at GCSE and A Level for RS (Philosophy and Ethics) and intervene when required to ensure viability of the subject.
- Ensure wider curriculum opportunities are available for students studying GCSE RS (Philosophy and Ethics)
- Support the statutory requirement of RS provision for all students through contributions to the PSHE programme of study
- Develop strong network links with RS departments locally to share good practice

This job description is not exhaustive, and the post holder will be expected to undertake any other duties as reasonably requested by the Headteacher

## Head of RE: Person Specification

Qualifications & Experience	Essential	Desirable
Qualified teacher status	X	
A degree or equivalent	X	
A commitment to and evidence of professional development	X	
Experience of improving the outcomes of groups of students	X	
Experience of teaching GCSE RS (Philosophy & Ethics)	X	
Experience of teaching A Level RS (Philosophy & Ethics)		X
Experience of leading extra-curricular trips and visits		X

Skills and Competencies	Essential	Desirable
Demonstrate and model excellence in the classroom	X	
A record of being able to work collaboratively as part of an effective team	X	
Ability to plan strategically	X	
Ability to liaise effectively with a range of stakeholders	X	
Ability to demonstrate a high standard of organisational skills	X	
Ability to analyse and present data and information coherently	X	
Ability to track progress to develop student potential	X	

Additional Factors	Essential	Desirable
Personal impact, presence and integrity	X	
Have a good record of punctuality and attendance	X	
Enthusiasm and passion for RE	X	
Excellent interpersonal skills, a high level of emotional intelligence and emotional resilience in addition to a sense of humour.	X	
Show keen interest and ability to keep abreast of new initiatives	X	
A positive and optimistic outlook	X	
Model and present a positive image of the school	X	
Demonstrate a deep commitment to school's ethos and its motto 'Learning for Life.'	X	
Strong willingness to contribute to the wider life of the school	X	
Show fairness and consistency	X	
Commitment to safeguarding and promoting the welfare of children and young people	X	
Commitment to equal opportunity	X	



## **How to Apply**

The following guidelines are designed to help you submit an application in line with our requirements. Please ensure that you comply with the instructions below otherwise the panel will not shortlist you. If you require clarification or have any questions regarding the application process, please contact Sarah Hewett, Headteacher's PA at [shewett@burgate.hants.sch.uk](mailto:shewett@burgate.hants.sch.uk)

## **Application Form**

To apply for the role, please either complete an application via the TES website, via the Government's Teaching Vacancies website or by submitting the school's Teaching Staff application form which can be downloaded from the vacancies page on the school's website. If you apply using the school's Teaching Staff application form, completed forms should be emailed to Miss Sarah Hewett, Headteacher's PA, at: [shewett@burgate.hants.sch.uk](mailto:shewett@burgate.hants.sch.uk). All applications should be received by the deadline, 09:00 hrs on Monday 4 July 2022. Only applications submitted via an application form will be considered. CVs will not be accepted.

## **Disclaimer**

You are advised to submit your applications as soon as possible as, on occasion, we reserve the right to close a vacancy earlier than the advertised date, if we have received sufficient applications that meet the criteria, or a suitable candidate is found. We advise you to submit your application as early as possible to prevent disappointment.

## **Shortlisting**

Shortlisted candidates will be contacted by telephone or email. We will endeavour to contact non-shortlisted applicants however, if you have not heard from us within three weeks of the closing date you should assume that you have not been shortlisted for interview.

## **Interviews**

Interviews will be held at The Burgate School and Sixth Form. In addition to a tour of the school and informal discussions with key members of staff, each interviewee will be required to teach a lesson. The selection process will culminate in a formal interview. Full details of the interview process will be sent to candidates with the invitation to interview. Candidates invited for interview will be required to provide proof of their eligibility to work in the UK by producing verifiable documents. Candidates will also be required to bring photo ID with them on the interview day, e.g. valid passport or driving licence to provide proof of identity and, if relevant to the role, evidence of all academic and professional qualifications disclosed on their application form. Full details will be sent to candidates alongside their formal invite to interview.

## **References for shortlisted candidate**

All referees whose details are included on the application form will be contacted before the interview unless you have indicated that you wish otherwise. Appointments will not be confirmed until The Burgate School and Sixth Form has received two satisfactory references (one must be from your current employer or, if you are not currently in employment, from your most recent employer), confirmation of your fitness for employment, an enhanced Disclosure & Barring Service disclosure and confirmation of your right to work in the UK. Teachers will be required to provide proof of their qualifications (degree certificate(s), QTS).