

Appointment of
HEAD OF SIXTH FORM



**KING EDWARD VI
CAMP HILL
SCHOOL FOR BOYS**

Educational excellence for our City



Application Pack

Closing date: 9.00am on Tuesday 29th November 2022



**KING EDWARD VI
FOUNDATION
BIRMINGHAM**

“

The schools of King Edward VI should be rooted in the communities that they serve and be responsive to the nature of those communities. In particular, all of the schools are committed to making themselves as accessible as possible to all pupils, whatever their background or circumstances

”



**KING EDWARD VI
ACADEMY TRUST
BIRMINGHAM**

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Welcome to Camp Hill School for Boys

Dear Applicant

Thank you for the interest you have shown in the position of Head of Sixth Form at King Edward VI Camp Hill School for Boys. Camp Hill Boys is a remarkable school with an impressive history but looking ahead to a no less notable future, rich in traditional values, yet wholly contemporary in its outlook. Such is the warmth and strength of our relationships, its members often describe it as the 'Camp Hill Family'; a happy and caring community, with strong working links to the sister school alongside, Camp Hill Girls.

Recently awarded the Sunday Times Best State Secondary School for the last decade, we take pride in an environment in which staff and students enjoy their learning together and where high academic standards are expected but also accompanied by an appreciation of fun and a commitment to opportunity and enrichment beyond the curriculum. No less important than a wide and demanding curriculum is the importance of the arts, music and sport with voluntary work by students and international collaboration adding to an impressive profile.

Camp Hill Boys is also an integral member of the King Edward VI Academy Trust Birmingham and the wider King Edward VI Foundation. We look to our leaders to work as a team aiming to fulfil our ambition of making Birmingham the best place in Britain in which to be educated, a mission to inspire Birmingham's young people to harness and maximise

their potential, wherever they live, irrespective of their circumstances and whatever their aptitudes: academic, occupational, sporting or cultural. Our recent expansion into a wider diversity of schools and local communities is enabling us to accelerate the achievement of that mission and we look to our leaders to spearhead that work.

This role is a vital corner-stone of our mission to ensure that our Sixth Form continues to be the very best it can be. Your leadership will focus on both the pastoral support and care of our Sixth Form community, and the academic progress and enrichment of the students' lived experience. You will be able to make a positive impact at all levels of our school, building relationships with and supporting our wonderful staff, so that they in turn deliver a first class experience to our amazing students. You will be an ambassador for our school, working closely with the local community and parental body, promoting our values of support, resilience, empowerment, responsibility and improvement.

If what you have read here about the school, the Trust and Foundation challenges and excites you, we look forward to your application and, should you be called to interview, we look forward to meeting you.

With best wishes,

Russell Bowen

Headmaster at King Edward VI Camp Hill School for Boys

If you would like to apply, please return the following by 9.00am on Tuesday 29th November 2022

- A fully completed application form
- A fully completed recruitment monitoring form
- There is no need to write a separate letter, but please ensure that the application form includes details of the following:
 - How your personal qualities and experience make you the best person to be the Head of Sixth Form at Camp Hill Boys – The vision and ideas that you would bring to the leadership of our school. – Any other relevant supporting information

Informal, pre-application visits to the School are welcome. Please contact **Miss Lorna May**, the Head teacher's PA via headspa@camphillboys.bham.sch.uk to arrange a visit.

Closing date – **9.00am on Tuesday 29th November 2022**

Interviews with shortlisted candidates will take place in w/b **5th December 2022**

Job Description

Required from: September 2023
MPS + TLR 1C £12,061 p.a. (pro-rata)

Principle responsibilities and duties

- To brief Sixth Formers and their parents/carers on Higher Education applications
- To maintain a staff presence in the Sixth Form Block and point of contact for the students
- To organise and manage the applications to the sixth form, including overseeing subject choices for current and new students, including administration of software systems such as Applicaa
- To attend school from Wednesday – Friday in the weeks of A Level and GCSE results in August in order to support students with their decisions post results and ensure that the applications to the sixth form are processed for Year 12 in good time
- To oversee the Prefects system, which will be led by the HOY
- To participate in the formulation of the PSHE, Careers and Enrichment programmes for the Sixth Form
- To oversee UCAS, Apprenticeship and job applications for current students and recent leavers
- To liaise with Camp Hill Girls over the shared spaces in the sixth form block
- To organise study leave and stand down events for Year 13
- To keep up to date with developments at 18+
- To work with SLT and contribute to the school's response to curricular, funding and other developments post 16
- To organise the signing out of Sixth Formers
- To meet regularly with the Senior Prefects to oversee their progress in their areas of responsibility, promote student voice and discuss sixth form issues
- To lead on the monitoring and reviewing of data in the sixth form, including internal reviews and external exams
- Flag issues in departments with the appropriate line manager
- Spot trends and patterns and invoke the appropriate response
- Present figures to staff and SLT
- To be involved in the review and development of the sixth form curriculum, with a particular focus on the most disadvantaged students and those with high needs
- To help to prepare HODs and HOYs for KS5 discussions with Ofsted
- To oversee the support for students through departments
- To organise and monitor the joint A Level curriculum provision with Camp Hill Girls
- To be responsible for the line management of HOY 12, HOY 13, Sixth Form Mentor and Supervisor, and Sixth Form Admin Support
- To promote high attendance and excellent punctuality in the sixth form
- To promote excellent behaviour and engagement within the sixth form student community

Job Description *continued...*

General Responsibilities and Duties

- To develop a clear understanding of the Academy Trust's vision, mission and strategic aims and to actively support these
- To remain up to date with the Academy Trust's policies, procedures and code of conduct and always uphold these
- To identify and undertake relevant training to enable continuing professional development, where resources allow
- To prepare for and proactively engage in the performance review cycle with your line manager
- To attend appropriate internal and external meetings, as directed by your line manager
- To undertake such other duties as are agreed as being in keeping with the general nature of the job and its grade

The successful candidate will be required to fulfil an enhanced DBS check.

This job description reflects the current requirements of the post. As duties and responsibilities change and develop due to changes in organisational and other circumstances, so the actual duties and responsibilities will vary from the particulars of this job description. Job descriptions will be updated or amended from time to time to reflect such changes.

Person Specification

Essential

- A good Honours graduate with outstanding teaching skills
- A track record of achievement and ambition
- Ability to motivate and inspire others: both colleagues and students
- A strong work ethic and high degree of administrative efficiency
- Excellent inter-personal and communication skills
- Sensitivity to deal with difficult pastoral and staffing issues
- A positive approach to problem solving
- Knowledge of current educational issues including developments in the sphere of public examinations, careers and university entrance
- Strong ICT skills
- A willingness to support the school ethos
- Successful track record of excellence in strategic leadership
- Successful implementation of strategies for raising individual pupil achievement and self-esteem
- Ability to work through challenges, take difficult decisions and exercise sound judgement with integrity
- Has vision and can think creatively to solve problems and identify opportunities

Desirable

- Previous middle leadership experience preferably gained in a Sixth Form environment
- Recent experience of Sixth Form teaching
- Previous experience of pastoral leadership
- Demonstrating real promise for further promotion in due course
- Enthusiasm and optimism
- Adaptability
- Experience of contributing on a strategic level
- A good sense of humor

Our Mission

The mission of the King Edward VI Foundation is simple: to make Birmingham the best place to be educated in the UK.

In many ways, this has not changed since King Edward's School was founded in 1552. However, Birmingham has grown from being little more than a village to the nation's second city, with a population of over one million, a proud industrial heritage and rich with diversity and innovation.

If we are to serve the city's children, we recognise that we need to provide a diverse range of schools: independent as well as Academies, selective and also comprehensive. And we believe that those schools need to be accessible to all, regardless of ethnic, religious and social background.

To that end, we have:

- established and grown an Academy Trust, taking on four new schools in the last decade, with more in the pipeline;
- raised over £20m to provide Assisted Places at our fee-paying schools for families that could not otherwise afford a place; and
- provided a guarantee for any disadvantaged child living in Birmingham a place at their local selective Academy if they achieve the qualifying score on the entrance test. This year, nearly 200 Pupil Premium eligible children will be offered selective school places - a year-on-year increase of nearly 30%.

As of today, we educate over 10,000 children: the largest provider of secondary school places in Birmingham outside the city council.

Our commitment to play a constructive, influential role in the life of the city is reinforced by our patronage of the Greater Birmingham Chambers of Commerce and by our determination to work closely with business and cultural organisations and, as appropriate, with local and national government.

We already work closely with other schools and educational bodies, whether through our nationally acclaimed SCITT, through our primary outreach work or through partnerships with other providers.

Of course, to achieve our mission, we need to do even more. In future years, we need to deepen our commitment to work with other schools in the city and establish ourselves as a role model for other educational organisations, responding positively to the challenging demands of our fast-changing academic and employment environments.

*“ To make Birmingham
the best place to be
educated in the UK ”*

The School's Vision & Values

Our Vision:

A caring and inclusive community where everyone can do and be their best

Our Mission:

To enable us all to lead fulfilled and healthy lives

To build a welcoming community where we celebrate our diversity

To support members of our school in setting and achieving aspirational personal goals

To provide a wide breadth of curricular and extracurricular opportunities

Our Key Values:

Support:

We support each other with care, respect, kindness and integrity

Resilience:

We embrace challenge knowing that failure is not final, but a learning opportunity

Empowerment:

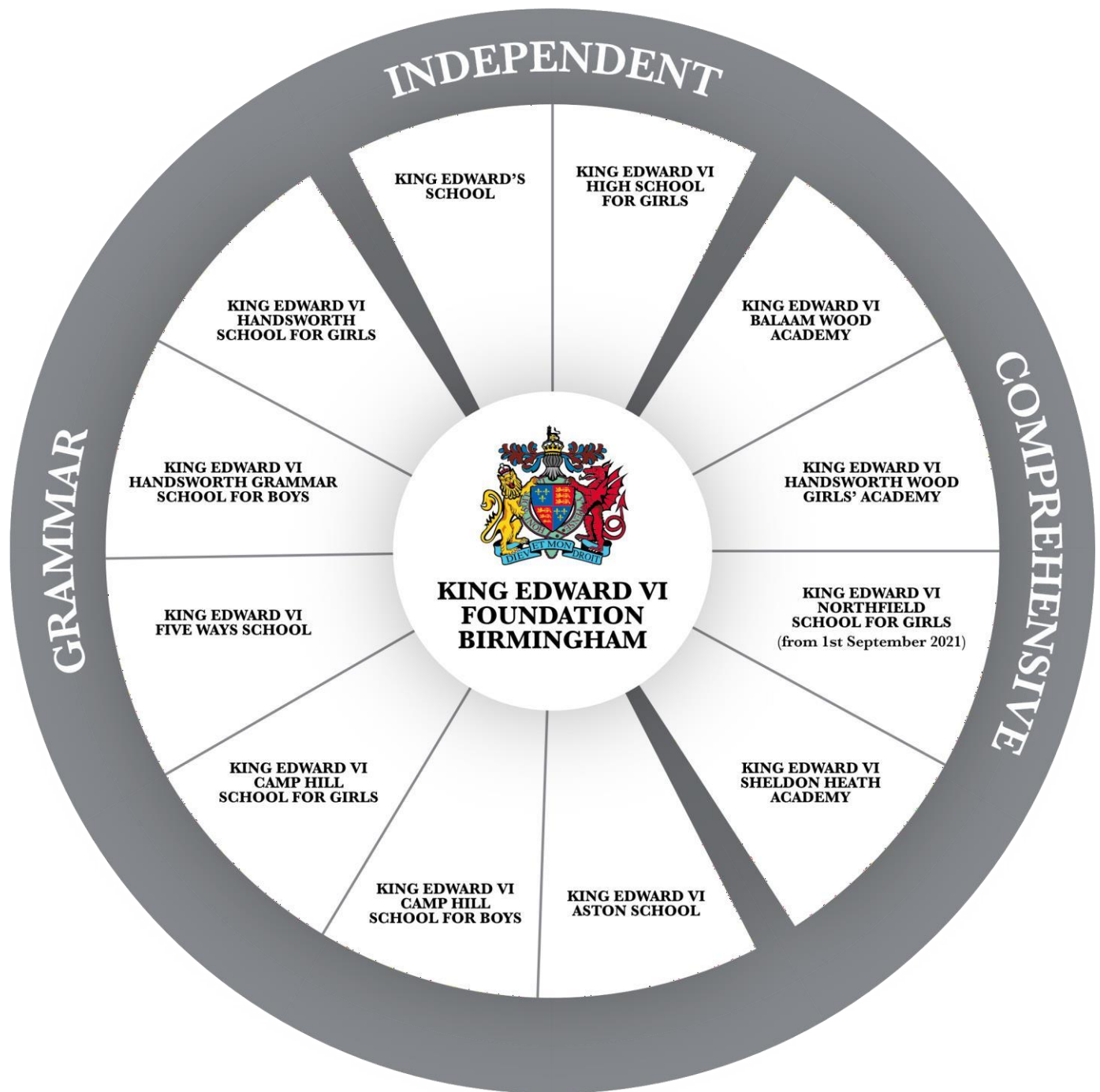
We use coaching to empower everyone to achieve and flourish

Responsibility:

We promote responsibility for personal development through metacognition

Improvement:

We are committed to a professional obligation to improve our practice



KING EDWARD'S CONSORTIUM

Outstanding, number 1, Birmingham based SCITT offering initial teacher training.

Become a teacher, change lives.

A Student's Welcome to Camp Hill School for Boys

Dear Applicant

On behalf of our pupils, we would like to extend a warm welcome to you into the Camp Hill community. We would like to express to you the views of our student body, and the aspirations the school has for its future.

While Camp Hill champions educational excellence, the school is composed of so much more than academic rigour. The Camp Hill boy is a well-rounded individual, diligent, motivated and creative in all areas. What our school provides is the opportunity to develop these attributes, something the Camp Hill senior leadership team consistently provides for our pupils through excellent pastoral care and teaching prowess. Camp Hill students also highly value the wide range of extracurricular opportunities, especially sporting, linguistic and educational visits that help them to excel outside of the classroom and provide fantastic life experiences.

About the school's ethos

The Camp Hill ethos is one of growth, progress and unity, always wanting to improve and make the best choices for our students. Camp Hill has always prided itself on being a place to nurture the bright minds of young individuals and we hope that any pastoral leader would continue to support this vision. We value that our school is such a diverse community, made up of families from all different backgrounds, and we feel that this truly reflects what Camp Hill is; a community, built on tolerance and respect for others.

What a Head of Sixth Form means to the students

For the students, a Head of Sixth Form is not just a detached figurehead; a Head of Sixth Form is someone who the students should be able to turn to for help and advice and who has the interests of the student body at heart. They are someone who constantly reflects the ethos of the school to inspire students to want to learn, to want to take part and to want to be the best that they can be. We feel that they should act as a role model, leading the way for students and fellow teachers alike.

What we would like from a Head of Sixth Form

- Someone who is respectful and tolerant - our school is incredibly diverse and we need someone who is open-minded and will treat everybody with courtesy
- Someone who is approachable to all - we felt that our current Head of Sixth Form has been there as someone who has listened and appreciated our point of view and we would like to see this in the next head of sixth form.
- A leader who is both charismatic and inspires confidence in others - this is necessary as we look to the Head of Sixth Form as a source of inspiration and as a role model.
- Someone dedicated and willing to go the extra mile for our school.

Camp Hill is a remarkable school, one which acts as a community for many. We look forward to seeing how our community will flourish in the coming years under new leadership.

All the best, The Camp Hill Senior Prefects

Staff Voice

Dear Applicant

As a staff body we really value our autonomy, which naturally comes with accountability. The next Head of Sixth Form should be open to the idea of trusting their teachers and middle leaders to do what is best for the school, even if it sails against the conventional way of doing things at other schools.

The following quotes reflect the qualities our staff body are looking for in our new Head of Sixth Form:

“

They should be approachable and willing to listen, but also able to make decisions and give clear instructions. They should also communicate effectively with the staff.

”

“

A strong leader who has a clear vision. I would like to work with somebody who trusts their staff and allows for a positive and happy environment.

”

“

Astute, approachable, respectful.

”

“

Someone who is forward thinking, motivating and supportive of both staff and students, with a passion for bringing out the best in every member of the King Edward VI Camp Hill School for Boys family and community.

”

“

A Head of Sixth Form who can see the personal qualities of each member of staff and is willing to give that person an opportunity to flourish in a position that suits them and allows them to develop.

”

“

Somebody who leads by example, encourages and facilitates leadership from all levels, allows staff to try things that could continue the development of the school.

”



Staff Wellbeing

Camp Hill Boys is in the happy position of being able to attract outstanding members of staff. Situated in a pleasant, green suburb of Birmingham, with easy links to rail, bus and motorway networks, its location alone is a draw. On top of that, the site itself is magnificent. The school has 3 rugby pitches and 2 smaller pitches for younger age groups, 6 tennis courts, a modern sports hall, two cricket pitches and a 25-metre swimming pool. Staff enjoy using the facilities (particularly swimming, badminton and tennis).

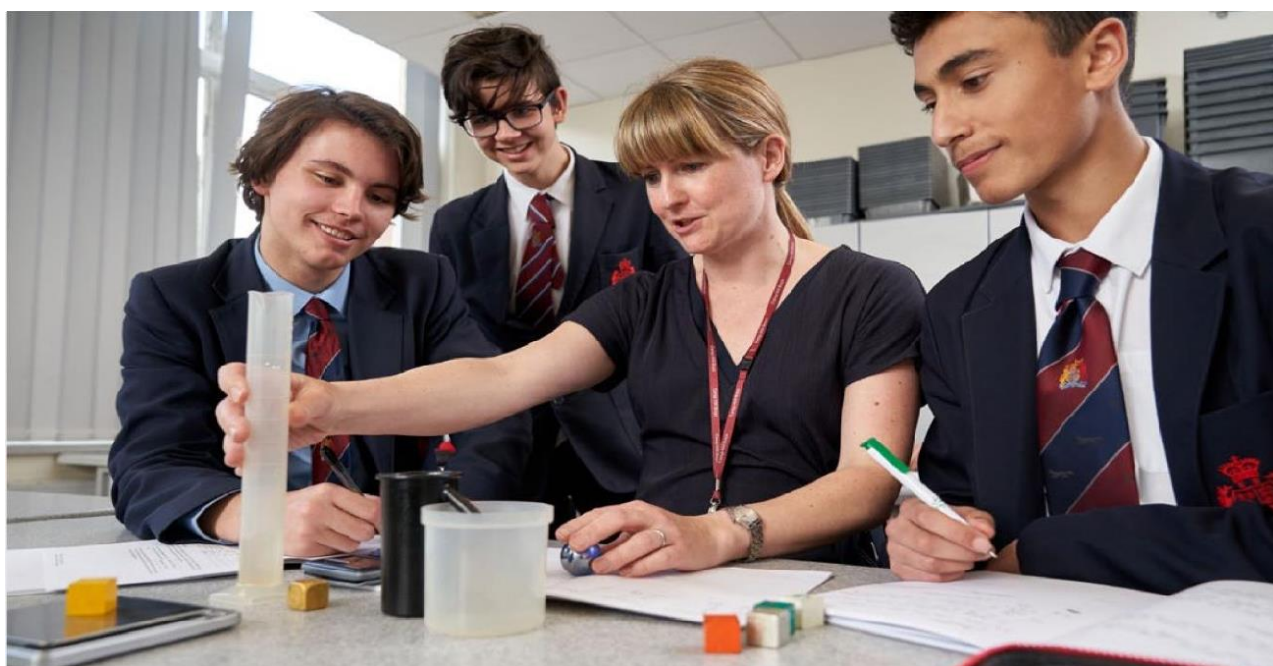
The pupils themselves are another reason the staff feel valued. The school's reputation and location make it the most sought after state school in the area; that means that the pupils who come here are bright and motivated and well-supported by parents with high expectations. Teachers enjoy teaching their subjects to pupils well able to respond to their teachers' interests and enthusiasms.

Staff are given considerable autonomy in their roles. High outcomes are expected, but the senior leadership does not dictate the detail of how departments deliver them. The result has been a remarkable flourishing of pupils and staff alike. The school has steadily expanded over the last 7

years. During that time, staff have increased the range of extra-curricular activities available to the pupils.

The school and the Academy Trust actively support staff wellbeing.

- Generous and sympathetic leave of absence interpretation
- Staff wellbeing committee
- Free, confidential access to counselling. 4 members of staff have an Adult Mental Health First Aid qualification to enable them to act as effective listening ears for those who would value it.
- No detailed written subject reports to parents
- All lesson observations carried out developmentally
- No requirement to present lesson plans
- Excellent opportunities for CPD; generous financial support of Masters and other courses
- Sport and social events, including what has become an annual walking weekend
- Well-equipped staff room – refreshments provided.



Pastoral Care

The school's pastoral structure is a traditional one. In Years 7 to 13 there is a Head of Year leading a team of Form Tutors. The Head of Sixth Form is supported by two Heads of Year 12 & 13. There is a SEND Coordinator, who also acts as a support for all the Heads of Year. The pastoral structure is headed up by a Deputy Head, who also has the role of Designated Safeguarding Lead.

The pupils' pastoral care falls first to their Form Tutors. Each Form has about 2 Form Periods a week. (The number depends on the assembly rota.) These periods are 25 minutes long. (PHSE is not necessarily taught by their Form Tutor.)

The school employs a counsellor two days a week. Their sessions are scheduled by the SEND Coordinator. The pupils can self-refer, but the most common route is that a referral comes out of a discussion with the parents, the SEND Coordinator and teachers as well as the boy.

Our ethos and values are also transmitted through assemblies. The Houses meet on one day a week. There are three school assemblies a week. The school hall is not large enough for the whole school to meet together, so a different year group is omitted from each assembly. There are often Year Group or Key Stage assemblies in addition to this routine. Senior pupils deliver talks in at least one assembly a week.

As in all schools in the country, there has been considerable focus in recent years on mental health and wellbeing. The pupils have frequently taken a lead on this, sometimes delivering assemblies on their own personal experiences. We have also made use of outside organisations to enhance the message. One that has particularly inspired the pupils is CALM (Campaign Against Living Miserably) and a number of 6th formers have carried out a number of initiatives under the banner '84 Silence No More', encouraging pupils at Camp Hill to grow in confidence in speaking about their emotions and feelings.



Two Schools – One Site

Camp Hill Boys and Camp Hill Girls are separate schools. Our cooperation for mutual benefit means we share the best of two worlds – single-sex environments where that works best, and mixed environments where it doesn't.

In Years 7-11, lessons are taught separately. In the Sixth Form, Music and Computer Science are taught jointly. There are A Level subjects that are taught at only one of the schools, and the pupils from the other are welcome to study these: Drama, Psychology and Spanish are only taught at Camp Hill Girls, while Product Design is taught at the boys' school. In addition, there are a number of pupils who study one or more subjects at the other school because their particular combination of subjects does not fit with their home school's timetable.

Proximity allows extra-curricular enrichment to be joint. The boys' school puts on two annual drama productions a year – one senior, one junior – and girls take part in those. There are a number of orchestras and ensembles which are mixed. Concerts involve both schools; they are sometimes held in the boys' hall and sometimes in the girls' one.

Lunchtime clubs and societies are sometimes mixed. We have had joint debating societies, joint Christian Union and joint Philosophy Club, for example.

The 6th Form Block has four common rooms. Two are mixed; the other two, by tradition, are essentially single sex. There is a shared servery in the Block.

The schools have been involved in joint projects – the Sports Hall, for example, and the 6th Form extension.

Sport

The school has a long tradition of sporting excellence. Curricular team games are rugby and cricket for the younger pupils, with hockey introduced in Year 9. Athletics is also part of the summer programme. Senior Games is for the final three school years, and pupils can choose from a broad menu: all the sports above, as well as badminton, basketball, fitness, football, squash, swimming and tennis.

There are extra-curricular clubs, which take place at lunch or after school, in badminton, basketball, swimming and tennis.

There is strong support for Saturday fixtures (as well as midweek ones) in rugby and cricket; all other school matches tend to take place in the afternoon, often after school.

As well as the school teams, the pupils also love to play sport for their Houses. The House Championship engenders fierce rivalry, but it also gives a vehicle for pupils – including those who wouldn't normally play for a school side – to enjoy all the benefits of being part of a team.



Beyond the Examined Curriculum

We recognise that the National Curriculum and nationally approved exam courses provide a significant guide as to what we teach the pupils; we also recognise that we must go beyond such thinking to provide a curriculum which is ideal for our pupils in our environment.

We teach the pupils that accredited qualifications are milestones passed during their educational journey; they are not the destination. We intend that our pupils should have the widest possible range of appropriate opportunities before them when they leave. For the overwhelming majority, that is acceptance on a degree course at a top university. But there are many other suitable outcomes and we aim to make our pupils aware of those and to prepare them for such routes. For a small, but increasing, number, Higher Level Apprenticeships are a good choice; we have a small flow of pupils who go on to study at a music college; a very small number consider leaving the school at 16 and we strive to give them the best possible advice relating to post-16 options.

Past experience tells us that most of our alumni will go on to hold positions of responsibility or leadership and our intention is to start them on their journey to be the best in such roles. We build many opportunities into our unexamined or untaught curriculum to promote their development in relevant skills. We have an extensive programme of PE and games, both compulsory and optional; we offer many clubs and societies which allow our pupils to explore interests and develop skills; we offer the Duke of Edinburgh award to encourage teamwork, organisation, perseverance and leadership – we also use it to promote a love of the outdoors and physical challenge; our House system is highly developed, partly to allow more pupils to take part in competitive events and partly to enable us to offer teamwork and leadership opportunities.

The school is rich in its diversity. We encourage the pupils to take advantage of the benefits such diversity brings. It gives an opportunity to recognise unconscious bias and address it. We teach them to test and develop their own thinking, to question and challenge the thinking of others and to treat with kindness and respect those who hold different views and beliefs. We teach our pupils to know, understand and be rich in this country's cultural heritage. If their own cultural heritage is different, we teach them to value it and support them, as far as we are able, in understanding and growing in that culture as well.

We want all our pupils to leave school happy and resilient. We want them to understand that mental and physical illness are a part of most people's lives, and to be equipped to respond appropriately to both in their own lives, and in the lives of others around them. We aim to teach them how to lead fulfilled lives of rich quality and how to enrich the lives of others. We want them to be a positive influence in their families and communities. We teach them that their excellent intellects and education opportunities also mean that they have great responsibility to promote the wellbeing of those who did not have those advantages.



The Facilities

King Edward VI Camp Hill School for Boys was founded in 1883 at Camp Hill, a site near Birmingham City Centre. In 1956 the school moved to its current, purpose-built site in Kings Heath, occupying land which was formerly part of the Cartland Estate. Camp Hill Girls moved to the same site a year later.

The school has expanded over the years, both in pupil numbers and in facilities. A 25 metre pool, funded by the parents' associations of both schools, was opened in the 1960s. The joint sports hall was opened early this century, freeing up the old gym and changing rooms for development. These were converted into a suite of English classrooms and a beautiful light and airy library.

In more recent times, pupil numbers have increased significantly, going from 720 in 2013-14 to the current 995. This expansion required additional classrooms, which were commissioned in 2015. The rooms added consisted of 2 laboratories, a prep room and 3 classrooms with removable partitions allowing them to be used as a large meeting room. Part of the expansion was of 6th Form numbers and this led to a need to provide additional dining and social areas for the senior pupils. This was a joint project with the girls' school, with funding coming partly from a fund-raising campaign among parents and other friends of the school. The remainder of the cost was met by the King Edward VI Foundation.

The two schools benefit from expansive playing fields around them. The boys' school enjoys rugby pitches, cricket squares and tennis courts. The rural feel of the site is enhanced by being alongside Kings Heath Park. We are currently planning the development of an all weather pitch.





**KING EDWARD VI
CAMP HILL
SCHOOL FOR BOYS**

Educational excellence for our City

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