Key Stage Leader

Applicant Pack

Silverdale School

Contents

The vacancy

Post advert

Deadline for applications:	11.59pm on 8th September 2024
Interviews to be held:	Week beginning 16th September 2024
To start:	January 2025

The successful applicant will lead one of our Key Stage teams overseeing the pastoral care of students.

The Key Stage Leader will be responsible for the behaviour, attendance and safety of students and will design and implement support strategies. They will implement school procedures and processes and monitor and track student pastoral and academic performance.

The Key Stage Leader will work with pastoral managers, form tutors, well-being and safeguarding practitioners and senior leaders to ensure all students achieve their full potential, particularly learners most in need of support.

The Key Stage Leader will also have a teaching timetable to ensure the delivery of a broad and balanced curriculum.

Benefits include:

- CPD support from one of the largest Teaching Schools, the **Sheffield Teacher Training Alliance**, throughout your career.
- Opportunities to develop skills and experience as part of a growing, local Trust.

    There will be no need to go elsewhere – your career will flourish with us.

Role summary

Post title:	Key Stage Leader
Grade:	TLR1a (£9272)
Payscale:	M1 to UPS3
Responsible to:	Head of School
Responsible for:	Teaching and Support based staff within the Key Stage
Purpose of post:	Taking responsibility for the performance of all students within a Key Stage in order to promote 'Outstanding Achievement for All' and to promote the highest standards in student behaviour, personal development and wellbeing.
Version revised:	2024

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Contract: Permanent

Job description

The post holder must at all times carry out his/her responsibilities within the spirit of the school and trust policies and within the framework of legislation relating to academies and education, with particular regard to the statutory responsibilities of the trust and the governing body of the school.

The job description should be read alongside the range of professional duties of teachers as set out the Teachers' Pay and Conditions Document. The post-holder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code of the Department for Education.

The specific duties and responsibilities include but are not limited to:

Lead, manage and develop a subject or curriculum area; or to lead and manage pupil development across the curriculum

- To provide strategic leadership for the development and management of the Key Stage.
- To identify areas for development and improvement linked to the school improvement plan and national and local initiatives.
- To develop and monitor schemes of work and ensure successful implementation which meets curriculum requirements.
- To have an overview of, and contribute to, the planning and delivery of continuous professional development and training.
- To develop strategies for the use of other staff to promote new teaching methods and improve learning throughout the school and monitor effectiveness in raising standards of teaching and learning.
- To monitor and evaluate pupil progress.

Impact on the educational progress of pupils other than the teacher's assigned classes or groups of pupils

- To ensure the provision of an appropriately broad, balanced, relevant and differentiated curriculum for pupils.
- To identify clear, appropriate targets for attainment and/or achievement.
- To monitor and evaluate pupil progress and achievement against targets.
- To lead evaluation strategies to contribute to overall school self-evaluation.
- To undertake lesson observations and provide constructive feedback and support as appropriate.
- To implement school quality procedures and to ensure adherence across the school.

Leading, developing and enhancing the teaching practice of other staff

- To ensure the establishment of common standards of practice and develop the effectiveness of teaching and learning styles.
- To plan and implement strategies to improve teaching where needs are identified.
- To provide induction, support and monitoring for new staff.

- To act as a role model of good practice for other teachers, modelling effective strategies with them.
- To act as a performance management team leader for identified teachers.
- To ensure all staff in school are familiar with the aims and objectives.

Support for the trust/school

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Work in a flexible way to respond to the needs of the trust and to fulfil other duties and responsibilities appropriate to the grade and role as and when required.
- Be aware of and support difference and ensure equal opportunities for all.
- Appreciate and support the role of other professionals.
- Attend and participate in relevant meetings as required.
- Contribute to the overall ethos/work/aims of the trust/schools.
- Participate in relevant training, other learning activities and performance management as required.
- Team responsibilities: all staff are considered part of the overall trust team and may be required to provide assistance to colleagues in other areas from time to time commensurate with the role, skillset and grade.

Changes to these duties

The above duties are not exhaustive and the post holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Headteacher/Principal.

The job description and allocation of particular responsibilities will be kept under review and may be amended via consultation with individuals, the governing body or board of trustees and/or senior leadership team as required. Trade union representation will be welcomed in any such discussions.

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Person Specification

Job Title: Key Stage Leader

REQUIREMENTS	Essential	Desirable	Assessment method A = application I = interview R = reference
Qualifications			
A relevant degree together with a PGCE or equivalent teaching qualification (or currently an ITT/GTP trainee).	✓		A
Evidence of commitment to CPD to support areas of the job role.	✓		A / I
Professional qualifications associated with pastoral care, safeguarding and inclusion.		✓	A / I
Experience			
Successful teaching record including very good exam results.	✓		A / I
Successful and sustained impact in providing pastoral care for students.	✓		A / I
Experience of working in teams.	✓		A / I / R
An understanding of developing strategies and procedures beyond own classroom.	✓		A / I
Knowledge and understanding regarding safeguarding, child protection and Prevent.	✓		A / I / R
A track record of collegiate working in support of student progress.	✓		A / I
Use of student performance data to inform classroom teaching and interventions.	✓		A / I / R
Professional knowledge and understanding			
An established knowledge of effective intervention strategies to support pastoral development.	✓		A / I
Outstanding behaviour management.	✓		A / I

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Understanding of how to tackle underachievement and raise engagement.	✓		**A / I**
Detailed knowledge of current developments in pastoral care and education.	✓		**A / I**
Insight into school improvement and development.		✓	**A / I**
Knowledge and understanding of effective pedagogy in the classroom.	✓		**A / I**
Professional skills			
A high commitment to learning and achievement.	✓		**A / I / R**
A passion for education and making a difference.	✓		**A / I**
Excellent interpersonal, planning and organisational skills.	✓		**A / I / R**
The ability to collaborate with other staff and lead teams.	✓		**A / I**
Willingness to contribute to the wider life of the school outside the classroom.	✓		**A / I**
Commitment to safeguarding and promoting the safety and welfare of young people.	✓		**A / I / R**
Ability to inspire confidence in and establish excellent relationships with pupils, teachers, parents, and all stakeholders.	✓		**A / I**

Silverdale School

Silverdale School & Sixth Form

Silverdale School is an extremely popular and high achieving 11-18 comprehensive in the south west of Sheffield and is the founding school of Chorus Education Trust. Silverdale has 1,450 students on roll including 450 in Silverdale Sixth Form. In 2020 it was named the Sunday Times Top State Secondary School in the North of the Decade, in recognition of its sustained success.

Silverdale has an excellent record of student achievement at both key stage 4 and key stage 5. At our heart is one of the country's original teaching school hubs, the South Yorkshire Teaching Hub, which includes the Sheffield Teacher Training Alliance and National Modern Languages SCITT.

At Silverdale, we benefit from a new building with excellent facilities, which was expanded in 2023 to provide further state of the art teaching facilities and a dedicated Sixth Form centre.


In addition to trust-wide benefits for all staff, those at Silverdale School also have access to:

- Supportive and friendly staff and leadership team.
- Free staff parking.
- Opportunity to be part of the varied extracurricular offering, including Duke of Edinburgh's Award programme.

You can view the school website at: www.silverdale.chorustrust.org.

Chorus Education Trust

Chorus Trust is a growing trust, committed to providing every child with the best education in both primary and secondary schools across South Yorkshire and Derbyshire. We train and develop teachers, giving our children access to the very best educational thinking and practice.
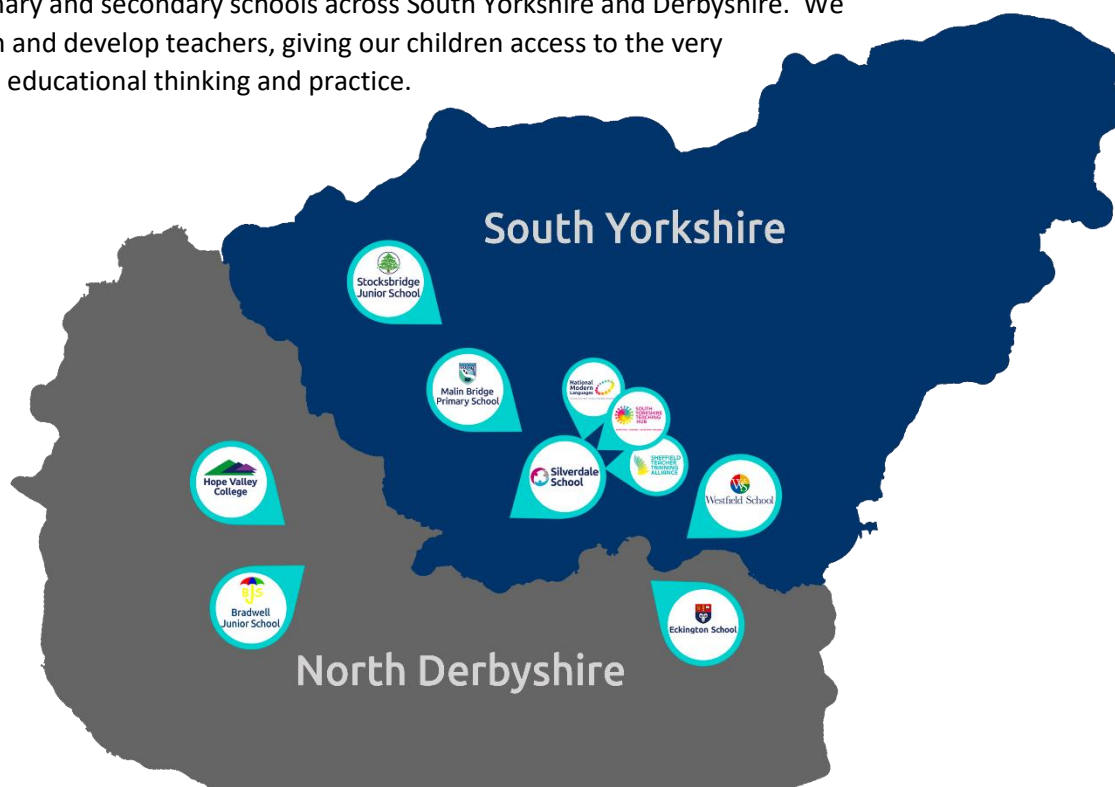
Our vision is 'Outstanding Achievement for All'. We want to create a culture of success in which our children and young people can succeed. We do this through the provision of safe and supportive schools, collaborating to ensure our children benefit from a more effective spend of public money.

As part of the Chorus Trust Team, all staff have access to:

An ethos of being a **force for good**; of being part of a team that enables 'outstanding achievement for all'.

Leading edge **training and development** through the South Yorkshire Teaching Hub.

A **collaborative environment** encouraging knowledge sharing and support.

Access to discounted **health schemes** through Westfield Health and Westfield Rewards Schemes.

Competitive **pension schemes**: Teacher's Pension Scheme (teaching staff) and local government pension scheme (support staff).

Term-time only contract postholders have the freedom of having **school holidays** off.

Career progression opportunities within a growing, local trust.

Support for **flexible working** arrangements.

You can read more about Chorus Trust at www.chorustrust.org.

To apply

- Full application pack and application forms available from:
  www.chorustrust.org/vacancies

- Completed application forms are to be sent to: Katie Beasley (HR Administrator)
  at: recruitment@silverdale.chorustrust.org

- Please note that CVs and council application forms will not be accepted.

- Deadline for applications: 11.59pm on 8th September 2024.

- Interviews to be held: week beginning 16th September 2024.

At Chorus Trust we are committed to the safeguarding of all our pupils, please visit our website to access our safeguarding and child protection policy at www.chorustrust.org/policies.

The trust will conduct an online search of the successful candidate in line with the DfE's keeping children safe in education advice.

The successful candidate will be required to complete a Disclosure and Barring Service (DBS) check in line with the Rehabilitation of Offenders Act (ROA) 1974 (Exceptions) Order 1975 and the Police Act Regulations.

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