



Ridgewood School Recruitment Pack

**Position:
KS3 Leader of MFL**

Prepare for the road ahead

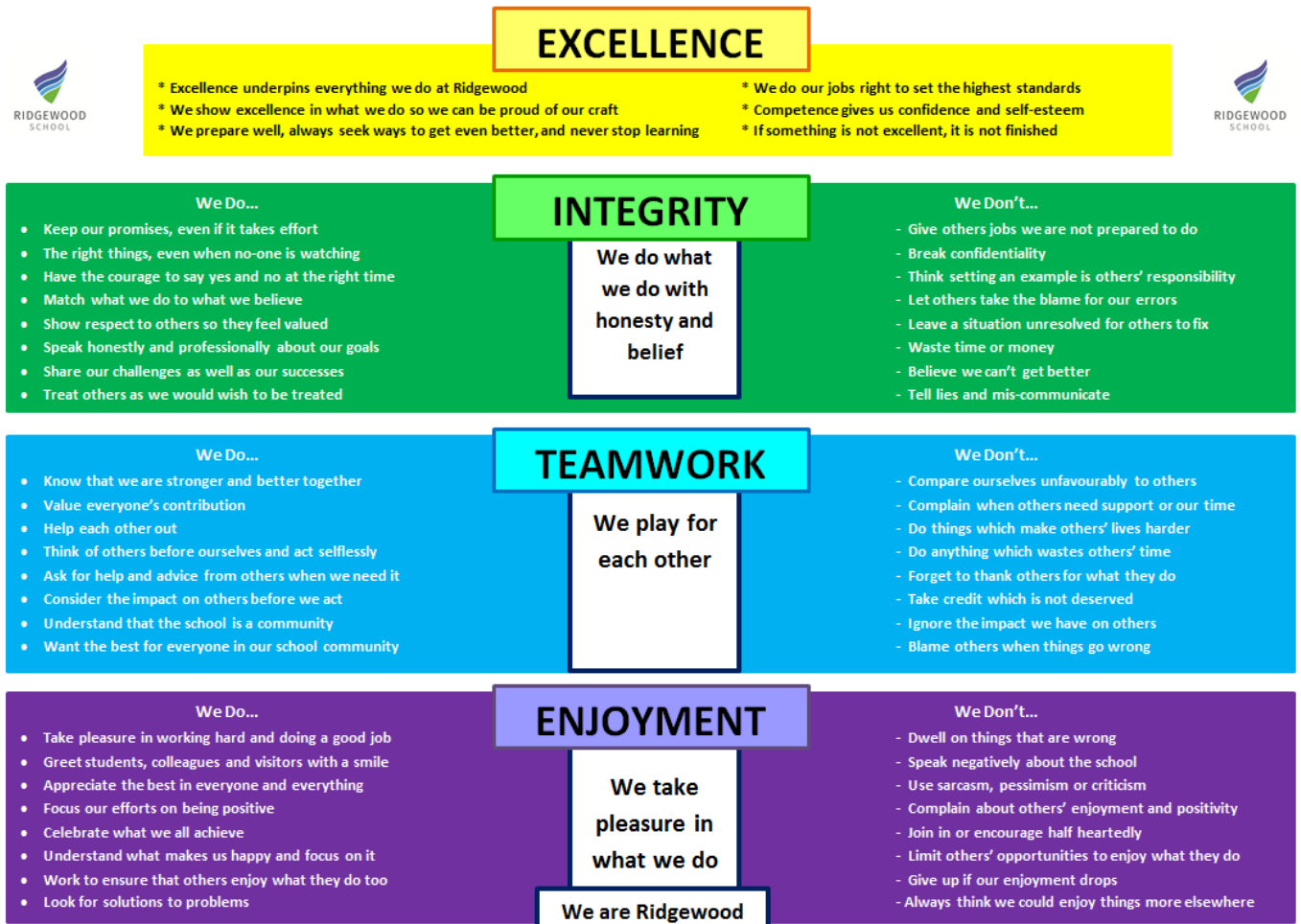
Recruitment Pack Contents

Ridgewood School – Values and Ethos	3
Letter from the Headteacher	4
About Ridgewood School	5
Training and Development Opportunities	6
Our Curriculum	7
Our Enrichment Opportunities	8
Our House System	10
Our Unique Student Reward System ALTUS	11
Behaviour for Learning	11
Sixth Form	12
Wellbeing Centre	14
Job Description	15
Person Specification	17
Copy of Job Advert	18

Ridgewood School – Values and Ethos

Our Values

We educate the whole child. Ridgewood School seeks to provide all its students with the opportunities and support which enable them to achieve and exceed their potential, not only in terms of academic achievement, but as a valuable member of the school community, and of the wider society beyond.



Ethos and Aims

- To raise the aspirations of students so they desire to achieve and exceed targets set for them, both within and beyond the classroom
- To engender a sense of collaborative purpose, so students and staff work together to achieve their best
- To care for students as individuals and to respect their talents, aspirations, strengths and unique qualities
- To provide opportunities for students to be engaged, interested and challenged by what they do and learn, every day
- To continually strive for improvement in all areas, through hard work, resilience and determination

Letter from the Headteacher

Dear applicant,

Thank you for showing an interest in this post and for considering Ridgewood School for the next stage of your career.

I have been at the school for a little over a year. Despite the obvious challenges that have faced us in the past twelve months, I have found Ridgewood School to be the most rewarding place to work. The staff, students and wider community have been incredible to work with and I am confident that the successful candidate will receive the same warm welcome.

Never has there been a better time to join us. We are in the early stages of planning a multi-million pound new build that will ensure that the staff and students benefit from 21st Century resources. We are regularly oversubscribed in Year 7 and our Post-16 provision is thriving. For an informal conversation with me about the school or the role, or for a visit, please use the 'Contact Us' facility on our website.

Yours faithfully,

Andy Peirson

Headteacher
Ridgewood School

About Ridgewood School

The school's values of excellence, integrity, teamwork and enjoyment permeate all aspects of school life and are central to our work at Ridgewood. We are extremely proud of our school and the high quality education we provide. We insist on high standards of conduct from all our students and we expect them to behave impeccably: treating each other, our staff and visitors with kindness and respect.

We strive for all our students to meet and exceed their potential academically, however, we also place a great deal of importance on them really enjoying school and developing skills that will enable them to be responsible members of society. Our aspirations for our students drive every action, shape every interaction and inform every decision each day. We work hard to instil a love of learning, develop resilience and build confidence so that our students continue to flourish now, and in the future.

“We want every student who leaves Ridgewood School to aspire to achieve beyond what they thought they could do when they first started with us.”

Our curriculum is ambitious for all students, regardless of their starting point. We offer a wide range of courses at GCSE and A Level to meet the needs of all. Our curriculum beyond the classroom is also vast and varied, providing our students with countless opportunities to broaden their horizons and share new experiences.

We want Ridgewood to continue to thrive and be at the heart of the local community. Parents/carers have a huge role to play in this and we welcome feedback from them on what we are getting right and what we can do to improve. Keeping communication channels open is vital in our pursuit of excellence.

– Andy Peirson, Headteacher



Training and Development Opportunities

At Ridgewood, we believe that the effective training, support and development of our staff enables them to be the best they can be, and to give our students an exceptional teaching experience. Ridgewood offers its staff bespoke packages which are tailored to their career point and path, and which encourage them to become reflective, enthusiastic and expert practitioners.

Our CPD is varied and matched to the needs of our staff, both teaching and associate. Teaching staff engage in whole school training in teaching and learning, understanding our school systems and quality assuring data, as well as benefitting from our bespoke development opportunities.

At Ridgewood, we also value a variety of forms of CPD. Training, coaching, shadowing of roles, one-to-one support, and project-based development can be organised in order to support staff to develop effectively in their jobs, and to understand how to make the next step in their career.



Our Curriculum



Our academic curriculum aims to offer students of all abilities and talents an opportunity to develop their knowledge and skills across a wide variety of subjects. We are committed to providing a curriculum which is challenging yet accessible, and which fosters a love of learning, as well as enabling students to achieve success in exams and assessments. Students follow a two-week timetable in order to maximise learning time. We regularly review our curriculum, to ensure that the needs of all our students are being met. More details of each subject can be found on our website.



Our Enrichment Opportunities

Because we value a rounded education, our students have access to an extremely wide range of extra-curricular opportunities and trips. We firmly believe that students get out of school what they put in to it, so we encourage our students of all ages to get actively involved in the many clubs on offer.



Trips

Experiencing 'real world' versions of what students are taught in a classroom helps embed learning and broaden students' knowledge and understanding. For example, our Engineering students get to see how engineers work on a massive scale, and visit companies such as TATA Steel to witness first-hand the theory they learn in class. Other subject-based field trips include performing arts students visiting Doncaster's CAST theatre and watching a live performances, as well as taking part in the iSing event and the band competition Stage Invasion.

Outside lessons, students get to travel both nationally and internationally. In October 2019, a group of students went to New York to experience all the city has to offer. In summer 2018, students made a once-in-a-lifetime trip to Tanzania. Closer to home, a large number of students take part in the National Citizenship Programme each year where they spend three weeks involved in adventure pursuits, social action planning and volunteering in the community.

Sixth Form students are also heavily involved in enrichment, and won the prestigious Helena Kennedy Debate Competition held at Sheffield Hallam University this year.



Clubs

Within school, there are over thirty clubs that students can join. These range from those aimed at students who enjoy sport (badminton, hockey, rugby, football, netball, basketball, table tennis and zumba) to those for our aspiring businessmen and women, including the established Young Enterprise Scheme. We also submit entries to the Connections Competition, a high profile National Theatre competition, and the South Yorkshire Road Safety competition, which we won for two years in a row. This year we are focusing on 'New Views'.

Examples of clubs on offer include:

- Elite band
- Guitar choir
- Athletics
- Book club
- Basketball
- Code club
- Table tennis
- Netball
- Duke of Edinburgh Award
- Zumba
- Cheerleading
- Science club
- Football
- Rugby
- Art
- French film club

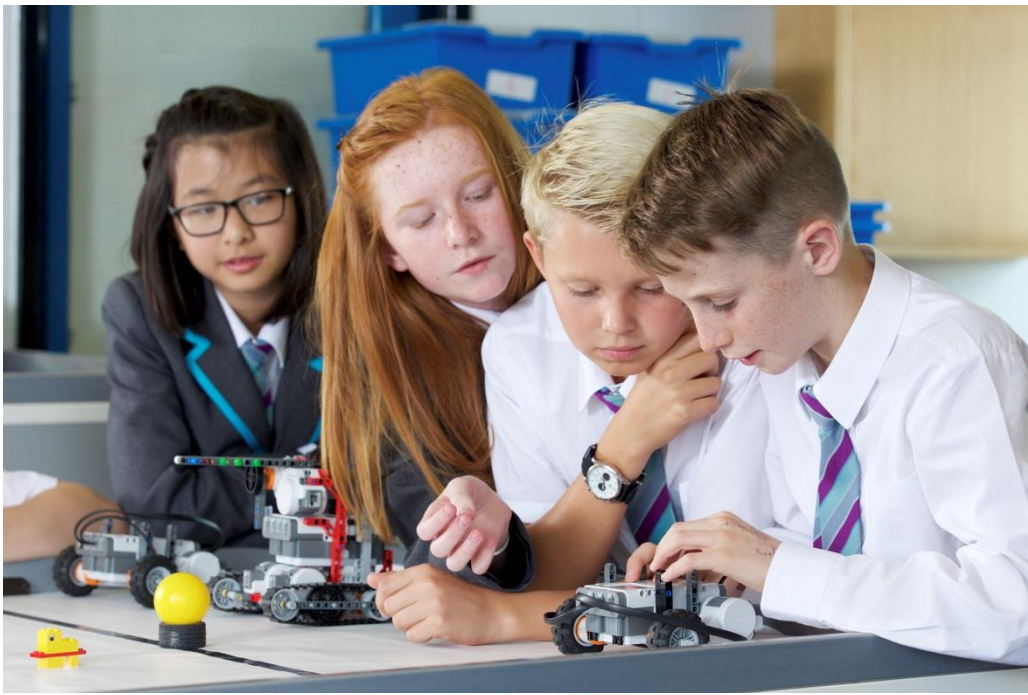
To support academic progress, there are also revision sessions which run alongside the enrichment programme.

Our House System

Our house system is all about ensuring that students become well-rounded individuals who contribute and get involved, whatever their talent or passion. It provides every student in the school with a plethora of opportunities to engage in competitions, support and mentor others, represent the school in a range of activities, and learn what it means to be part of a community. We are extremely proud of our house system.



When students arrive at Ridgewood, they are assigned to one of four houses: Imperatrix, Voltigeur, Ambidexter or Margrave. These houses reflect both our geographical location in Doncaster, and the history of the area.



Our unique student reward system ALTUS

The Latin word 'altus' means high, noble or profound. We thought this was an appropriate way to describe the students who achieve this status at Ridgewood, and so we developed the Altus reward scheme in order to recognise outstanding effort and attitude. As well as having a Latin meaning, we have also attributed the qualities of our Altus students to each letter of the word:

A is for attitude
L is for leadership
T is for teamwork
U is for understanding
S is for success

After each round of Creating Futures data has been entered and distributed to students and their parents, those students who display a 'Motivated' or 'Outstanding' attitude in all their subjects, will be rewarded with an Altus badge in a special Altus assembly.

Behaviour for Learning

Our Behaviour for Learning policy (BfL) ensures that students are able to learn and work without distractions, and that praise is at the forefront of every lesson. It has four simple rules which students must follow:

- Remain on-task at all times
- Remain silent when the teacher is talking
- Speak to other people in a pleasant way
- Do not touch another student

Those students who do not follow these rules will receive consequences which may lead to an after school detention if the rules are consistently broken. Students who follow the rules will receive praise from their teachers, and will be eligible for the Altus reward system. We strive to create an environment where teachers can teach, and students can learn.



Sixth Form

Our Sixth Form students have a consistently impressive track record of securing places at their first choice universities and on prestigious higher apprenticeships.

Facilities

We have excellent facilities, many of which are uniquely available to our Sixth Form students in our Faraday Sixth Form Centre.

- A purpose built Sixth Form Centre which includes subject-specific classrooms
- Purpose built Science and STEM laboratories
- Resource centres housing key texts, journals and access to bookable equipment such as tablets and digital cameras
- Several IT suites
- A 200-seat, multi-use auditorium
- A mix of study and social spaces
- A café

As well as the facilities in the Sixth Form Centre, students have access to main school facilities.

- A gymnasium, a full sized sports hall, a fitness room, three 5-side football pitches, one 9-side football pitch, two 11-side football pitches, one full sized rugby pitch and recently refurbished multi-purpose courts.
- An iMac suite featuring 26 iMacs with MIDI keyboards with Sibelius, Garage Band and Logic Pro X software
- Six fully restored music practice rooms (benefitting from an electric drum kit, keyboard, guitar, bass, microphone and multi-channel amp)
- Laser cutters, 3D printers, CNC Milling machines, and a range of state of the art engineering facilities
- A kiln for clay work
- Validus, a dedicated wellbeing centre equipped to meet the needs of all our young people



Activities and Events

Duke of Edinburgh Gold Award

A highly prestigious, nationally recognised qualification offered to all Sixth Form students, DoFE enables students to develop a vast range of skills, both physical and mental, and they are supported by specialist, highly trained staff.

Young Enterprise

Students involved with the Young Enterprise programme at Ridgewood have won almost 40 awards in just four years. The programme provides students with the opportunity to run their own business, source finance, manufacture a product and sell it to members of the public.

Sports Leaders Award Level 3

For those studying PE at Sixth Form, there is an opportunity to take part in the Sports Leaders Award programme. As part of this scheme, students have the opportunity to lead on a particular area of sport, and to design and deliver sessions to others to help improve fitness.

National Citizens Service (NCS)

Ridgewood School is proud of having formed an exciting partnership with the Doncaster Rovers Club Foundation in order to provide students with opportunities to take part in the NCS programme. Students complete the scheme during the summer holidays and spend two weeks away from home; the first week involves a residential activity and the second week is spent volunteering within local charities.

Camps International

A group of students previously participated in an exciting once-in-a-lifetime trip to Tanzania, co-ordinated by Camps International. As part of the programme, students volunteered for two weeks within a Tanzanian village, helping to develop vital infrastructure including schools, medical centres and houses. They spent a further week taking part in a PADI scuba diving course, leading to their first PADI qualification.

Internships

Students in Year 12 complete a week-long internship within a professional working environment and we are fortunate to have access to a wide range of internship providers. We work closely with our students at all stages of the process to ensure that they are matched to the appropriate internship placement.

The internship scheme truly enables students to expand their horizons, experience a taste of the careers they wish to pursue and in some cases, provide opportunities for a taste of independent living. Vital relationships have been developed as a direct result of internships, particularly in the field of medicine. Students are not confined to the local area for their placements, and some have taken this chance to complete placements in France and Spain. As well as providing a unique window into a potential future career, the scheme has also allowed students to establish key contacts and points of reference that they can use throughout their careers.

Student Wellbeing

Validus Centre

We are extremely proud to be able to offer our students Validus, a dedicated wellbeing centre equipped to meet the needs of all our young people.

Validus provides a programme of holistic support, including qualified counselling support, professional and targeted support for young people experiencing issues, and specialist support for those students experiencing stress, anxiety, depression and low mood. It also raises the profile of wellbeing for all young people and staff and effectively supports our wider school teams. This outstanding facility enables us to effectively coordinate safeguarding, child protection, welfare and health concerns through one central hub and to provide opportunities for working with families and the wider community. It is also an appropriate and confidential venue for external agency workers working with young people and their families in school.

Job Description

RESPONSIBLE TO: Head of Faculty

RESPONSIBLE FOR:

- In addition to the Conditions of Employment as laid down in the School Teachers' Pay and Conditions Document, the post holder will help lead the MFL Department, ensuring the teaching and learning in MFL is of a consistently high quality, resulting in high levels of attainment and progress for students at all stages and levels of ability. The post holder will provide the staff they manage and lead with clear direction and support, resulting in a high performing team, whilst also working collaboratively as a member of the MFL leadership team.
- The post holder will play a key part in raising standards in the MFL department, particularly at Key Stage 3, through their own excellent teaching and by supporting the professional development of their colleagues.

KEY ACCOUNTABILITIES:

General responsibilities

- To implement and support the aims of the school.
- To support the implementation of the school improvement plan.
- To work towards high standards in teaching and learning.
- To actively maintain order and discipline.
- To support the implementation of school policies.
- To maintain practices which ensure the highest standard of pastoral care.
- To attend meetings as and when required.
- To undertake duties of a form teacher, responsible to a Phase Leader.
- To liaise with parents where appropriate.
- To actively seek opportunities for personal development.
- To undertake such activities as can be reasonably expected by the headteacher.

Subject teacher responsibilities

- To support all agreed initiatives by the faculty and school.
- To encourage students to achieve the highest standards of work possible.
- To make sure that all students have an equal opportunity to succeed.
- To ensure that the learning environment is neat and well organised.
- To ensure that high quality resources are used within the classroom.
- To ensure that a variety of teaching methods and styles are used.
- To undertake accurate and relevant assessment of students.
- To work with the faculty to produce up-to-date and relevant schemes of work.
- To support initiatives developed by the pastoral team.

Specific Responsibilities as KS3 Leader of MFL

- To work closely with the Faculty Leader.
- To assist the Faculty Leader in meeting faculty targets.
- To take prime responsibility for designated aspects of faculty administration.
- To substitute for the Faculty Leader when necessary.
- To assist in the monitoring and evaluation of pupil progress and standards of work in the faculty.
- To contribute to establishing strategies for maintaining effective pupil discipline within the faculty, dealing with referrals in accordance with school policy.
- To assist the Faculty Leader in the production of faculty self-evaluation and the faculty development plan.
- To ensure that order and discipline are of a high standard within the faculty.
- To encourage the spiritual, moral, social and cultural development of young people in the faculty.
- To assist the Faculty Leader in the effective leadership and management of
- Key Stage 3 including:
 - assisting the Faculty Leader in monitoring and evaluating the standards of teaching and learning in the subject area;
 - assisting the Faculty Leader in the creation, consistent implementation and improvement of schemes of work which encapsulate key school teaching and learning strategies;
 - assisting with the production of short, medium and long-term plans for the development and resourcing of the subject;
 - overseeing the development and quality assurance of courses;
 - co-ordinating (where appropriate) internal assessments and end of year exams;
 - liaising with pastoral teams;
 - analysing and reporting data for key stage 3 within the Faculty;
 - supporting all teachers within the faculty;
 - assisting the Faculty Leader to ensure that members of the faculty follow procedures for feedback, assessment and homework within the Key Stage.
 - Work with KS3 Leaders in other Faculties and the KS3 Progress Leader to ensure that students receive excellent quality provision in KS3.

This job role sits alongside the requirement for staff to abide by all school policies and relevant national and local requirements including terms and conditions and national standards. This job profile is not exhaustive and the post holder may be required to undertake other duties as necessary and appropriate.

Note: This job description is not your contract of employment or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed.

Person Specification

ATTRIBUTES/ REQUIREMENTS	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
EDUCATION, QUALIFICATIONS AND VOCATIONAL TRAINING	Qualified teacher status or QTLS Evidence of current CPD activity Good honours degree in a relevant discipline	Relevant professional management qualifications or ICT qualifications etc	Application form Certificates Verification by DfE
RELEVANT EXPERIENCE	Evidence of successful teaching. A proven track record of successfully delivering a least 'good' teaching with evidence of student progress Experience of using effective systems for quality assurance to support raising achievement Experience of the assessment requirements for the subjects/curriculum areas Experiencing of incorporating ICT into learning opportunities Experience of accurately assessing student progress	Experience of Post 16 teaching Experience of teaching in more than one school	Application form Interview References
KNOWLEDGE AND SKILLS	Excellent interpersonal and general communication skills Good knowledge of the secondary curriculum and national priorities Ability to develop and maintain a well organised and creative learning environment Knowledge and understanding of how to use and adapt a range of teaching, learning and behaviour management strategies Skills in developing and maintaining effective partnerships within the school community Knowledge of current safeguarding issues	Ability to include ICT within delivery Skills in delivering specialist subject area	Application form Interview References
PERSONAL CHARACTERISTICS	Ability to work independently and as part of a team Ability to prioritise workload to meet deadlines Sound judgement, tolerance and respect for others. High standards of professional self-presentation in dress/appearance, administration and behaviour/style.	Innovative, imaginative and have initiative.	Application form Interview References
PHYSICAL ATTRIBUTES	As assessed and advised by Occupational Health.		Medical Questionnaire Medical examination if required
ADDITIONAL REQUIREMENTS	Good level of attendance Occasional working outside of the school day in attendance at parents' evenings etc.		Application form Interview References
The post is subject to a satisfactory record check being undertaken by the Disclosure & Barring Service			

Job Advert

Job title: KS3 LEADER OF MFL

Salary: MPS/UPS + TLR2a (£2,873)

To start: 1 September 2022

What makes Ridgewood School special?

Staff and students at Ridgewood work hard every day to embody the school's core values: Excellence, Teamwork, Enjoyment and Integrity. We are enjoying a trajectory of continued success and look forward to welcoming a successful applicant who can join us on our journey. We became a standalone academy in 2011, and we are incredibly proud of the progress we have made as a school, having laid strong foundations for further improvement going forward.

Our school motto, 'Prepare for the road ahead', represents our belief in preparing our staff and students for their future. We exemplify our motto not only in terms of academic achievement, but also in terms of the training, enrichment and experiences which make us all model citizens. Our school values underpin what we do and contribute to our ethos in everything we undertake as a school community. We set our standards high and do not compromise, because we believe in the best for everyone.

Why is the role of KS3 Leader of MFL right for you?

As a member of teaching staff at Ridgewood, you will have access to an exceptional Behaviour for Learning system, driving student progress, alongside a truly outstanding, bespoke CPD programme. Our Languages faculty is characterised by teachers who are specialists with a real love of their subject. The successful applicant who joins this team will be hardworking and highly motivated and the ability to offer a second language would be an advantage but not essential. We are looking for someone whose subject knowledge of Languages matches the quality of their pedagogy, and whose ambition for their students and staff matches their own desire for success.

We are committed to offering the staff who work at Ridgewood every opportunity to become the best they can be. Our training packages, for staff at all stages of their careers, are second to none. As well as our whole school and departmental training, we also offer personalised coaching programmes. These are designed to give teachers one-to-one coaching to develop specific aspects of their classroom practice. ECTs are supported through their early years of teaching as they embed excellent classroom routines; developing and experienced teachers are prepared for positions of leadership and responsibility; and senior staff are trained to reflect on and evaluate their practice whilst simultaneously developing others. We can match training and development to everyone's needs and wishes.

Are you seeking an energetic, vibrant working environment, working alongside supportive colleagues who share your passion for teaching? Do you want to work in a school with a dedicated team of senior leaders committed to whole school development? Are you passionate about giving young people every opportunity for success through the power of education? If so, Ridgewood School is for you.

How can you apply for this role?

For full details, to discuss the role or to request an application pack, please contact the school on 01302 783939 or email hamlet_f@ridgewoodschool.co.uk or appls@ridgewoodschool.co.uk

We welcome visits from potential candidates – please contact the school to arrange this. Completed applications should be returned directly to school via post or email: appls@ridgewoodschool.co.uk.

The closing date for this post is 9am Monday 23 May 2022. Interviews will take place soon after.

Ridgewood School reserve the right to close this advert prior to the closing date above.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check. The school operates a no smoking policy.