



Application Pack

Lead Practitioner T&L: Humanities ELT

(Geography Specialist)

Leadership Range: L4 to L9

Start Date: 1st September 2024

“Be Exceptional!”



NCS CHAMPION SCHOOL

Welcome from the Headteacher

This is an exciting opportunity to join a dynamic team of teachers who are focused on providing the best outcomes for our students. The Governors and I are looking for an enthusiastic and successful leader who is driven, determined and passionate about improving students' lives through high-quality teaching and learning as we take Millfield on the next step of our journey to 'outstanding'. We are looking to appoint an outstanding practitioner of geography, to join our ELT, and to developing whole-school teaching practice.



We are a small, family school with around 880 students on roll. The school is hugely popular; some of our families have even moved to ensure they are in our catchment area, and we have been vastly oversubscribed for the last fourteen years. We have high expectations and behaviour is excellent; there is a real belief in the Team Millfield culture.

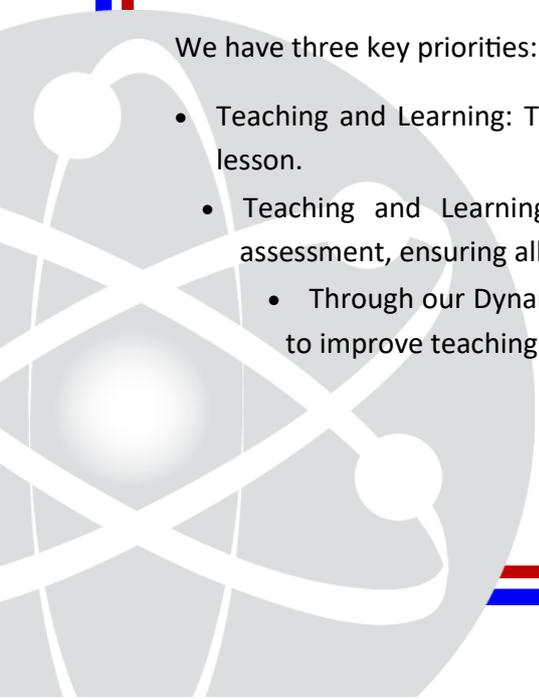
I have worked at Millfield since 2009 and was incredibly proud to have been appointed as Headteacher in September 2018. I have high expectations of students and staff and I am a firm believer in giving every student the opportunity to be the very best that they can be; background should not be a barrier to a child's success.

In July 2022, Ofsted confirmed that we are a very 'good' school and our report shows that we are on the cusp of 'outstanding'. The school has been on a journey of improvement: we introduced a new curriculum model and options process in September 2020 and in 2023 we achieved the best Progress 8 figures the school has had. In 2023, we won two awards for being one of the best attended schools in England and we were also accredited with a prestigious Careers Award. We strive to 'Create Bright Futures' for all our students.

We have a fantastic team ethos; staff collaborate to ensure that developing consistently high-quality teaching and learning is at the heart of everything we do.

We have three key priorities:

- Teaching and Learning: To ensure that we provide consistent stretch and challenge in every lesson.
- Teaching and Learning: Providing consistent and effective questioning, feedback and assessment, ensuring all students understand before moving learning on.
 - Through our Dynamic Learning Community, embed a coaching model across the school to improve teaching practice, believing we can always reflect and improve.



We can offer you:

- A commitment to staff development in terms of high-quality CPL, supportive line management and appraisal;
- An opportunity to have a whole-school impact on T&L;
- The opportunity to move into whole-school leadership;
- Coaching (not graded) lesson observations and marking policies written by departments (not the school) to improve student outcomes;
- Staff sharing of expertise in frequent, collaborative CPL;
- An Induction Programme;
- A timetable which gives you time to have a successful impact in your role;
- Significantly more non-contact time to develop teaching practice and after-school intervention built into directed time;
- Through our insurance scheme, free access to private medical care, such as physiotherapy;
- Being part of an outward-facing school;
- Recognition and retention of excellent staff through internal promotion;
- A friendly and dedicated team of experienced and supportive teachers, teaching assistants, clerical staff and pastoral staff;
- A team of staff who are committed to ensuring that children are both nurtured and educated;
- Enthusiastic students who enjoy coming to school, learning and being stretched and challenged;
- Engaged and supportive governors who want the best for our students and
- The opportunity to be part of the successful 'Team Millfield' as we move the school to outstanding.

If you have the skills, drive and enthusiasm to compliment the Millfield vision and be part of our success, then I look forward to receiving your application.

N. Regan

Mrs Nicola Regan
Headteacher



Welcome from the Governing Body

Dear Colleague,

I would like to thank you on behalf of the Governing Body for the interest you have shown in our school and this important position that you have applied for. This is an exciting opportunity and the successful applicant will be joining a happy, successful and welcoming school.

The Governing Body is seeking to appoint a Lead Practitioner who can teach high quality lessons and contribute to the continued success of the humanities department. Millfield is at a significant stage in its development as we are on a journey to 'outstanding'.

The school has had fantastic success over the last few years, including being in the top 10% of schools nationally for attendance, and in our most recent Ofsted inspection in July 2022. The governors have a very simple wish for the school and that is to provide an environment that allows all students to become the very best that they can be. The majority of the governors are recruited from our parents and we all have a keen and vested interest in providing the advice and support to help the school.

We wish you every success with your application and interview, and we look forward to working with you over the coming years.

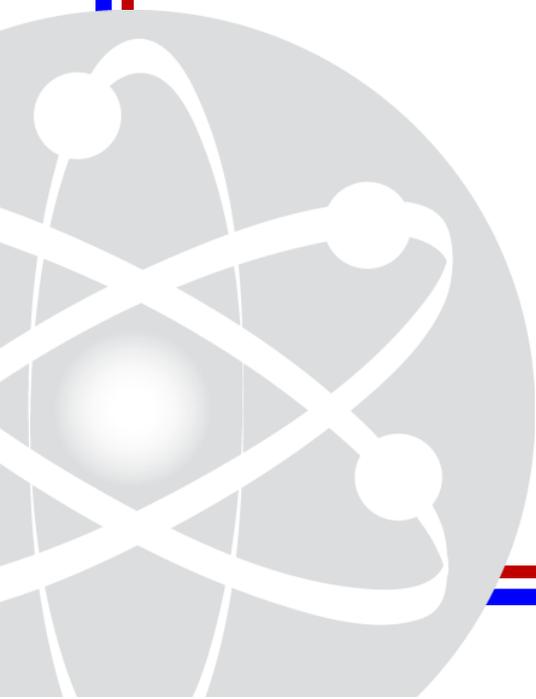


Yours faithfully,

A handwritten signature in black ink, appearing to read 'David Slack'.

Mr David Slack

Chair of Governors



Welcome from the Students

Dear Applicant,

Welcome to Millfield! Our school is a place where students feel safe and welcome. Our students are respectful and polite, as are our teachers. When students come to Millfield every morning they know how to behave and how to get the most out of their lessons. Millfield is a great environment where students transform from young children in Year 7 to mature young adults in Year 11, ready for the world.

During our time at Millfield Science and Performing Arts College, every one of us has had a chance to shine and experience things we may not have done without the school. From our breath-taking trips to New York, Italy and Paris, to our wonderful after-school clubs, such as dance, chess, astronomy, Latin and the many sports and extracurricular activities: our school has so much to offer! The Year 11s who leave Millfield and go on to college always miss these fantastic opportunities. Our teachers care about all students' life chances and it is vital, from a teacher's perspective, for students to have the best five years possible. Leaving school with phenomenal grades is important but so are the experiences that will last a lifetime. Here at Millfield we get both!

We believe that Millfield is a journey that everyone's driving through together. We always admire a person with a personal drive for what they want to do. As students, we would want a teacher who is ambitious, fun and hard-working. If you do come to work at Millfield, we would love you to also be a kind and warm person who students know they can smile at in the corridor. We hope that you will be joining us here at Millfield and become part of our wonderful team.

Yours faithfully,

The Senior Student Team



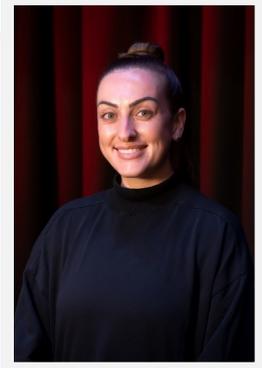
Staff Testimonials

"In 2018, I began my teacher training through a school's direct course and I was lucky enough to complete half of my training year at Millfield. Half way through my training year when I saw a post advertised, I applied without a second thought because I wanted to work with like-minded people to drive education forward.

After a year of working as a teacher of Performing Arts, I was appointed as Head of Dance. Working at Millfield has enabled me to work in an environment where students are given the opportunity to thrive emotionally, socially and academically. There is nothing more rewarding than witnessing and supporting students in their development.

I am now in my third year of employment with Millfield; they have been extremely supportive and have offered me an abundance of opportunities to continue my professional development. I have felt like a valued member of 'Team Millfield' since day one. I know that Millfield will support me for the remainder of my career. I know they will continue to push me to be the best teacher I can be."

Alice Kilmartin, Head of Dance



"In 2015, I gained the position of Senior Science Technician at Team Millfield. During my first 12 months I had the opportunity to work with a committed and supportive science department, as well as the wider school. I was provided with an opportunity to gain teaching experience in the following years, with the view to undertaking the Assessment Only route into teaching. Over the years, I was given guidance, advice and training in all aspects of teaching and learning, allowing me to successfully complete the course and gain QTS.

Through the support I have received from the fantastic team at Millfield and continued CPL opportunities, I was fortunate to be appointed for the position of Head of Transition & Aspirations. I have seen my professional development progress considerably over the years and look forward to seeing what the future holds for my career at Millfield."

David Booth, Second in Science

"I joined Team Millfield in September 2022, and it has been the best decision of my career. Since the day of my interview, when I was taken on a tour of the school by the Head Boy, who spoke about Millfield with such pride and enthusiasm, I have been excited to start and join such a wonderful and collaborative team.

Throughout my first half-term of working at Millfield, the staff have been supportive and welcoming, helping me to settle and adjust to new procedures and processes. There have been regular CPL sessions with a thorough CPL programme to ensure all staff continue developing, as well as a supportive SLT who have already let me enrol on different courses to ensure I continue developing as a teacher.

As for the students, it is refreshing to be in a school where there are high expectations and a focus on consistency, allowing teaching staff to focus on teaching and ensuring all students are making progress. The students want to learn, and it has been a rewarding experience to see such progress being made within the first half-term, with students being enthusiastic about learning languages. The addition of Spanish has also generated a buzz within the department and students alike. Already I feel like a valued member of staff, and I look forward to continuing to learn and develop my career here at Team Millfield."

Christopher Hardy, Second in Modern Foreign Languages.



Staff Testimonials



"In 2009, I was placed at Millfield as part of my PGCE course through the University of Cumbria. Fortuitously, a vacancy within the English department was advertised during this time and I was lucky enough to secure a permanent post. In the years since then, I have worked as a teacher in the English department, been promoted to third in English, Pupil Premium Coordinator, Lead Practitioner, Head of English and now, 11 years later, I'm the Assistant Head teacher in charge of Teaching & Learning.

As you can see, Millfield creates opportunities for its staff. This is testament to the Headteacher and SLT who listen carefully when you talk about your expectations for professional development and, in turn, create opportunities, where possible, to help and support you along your chosen pathway.

You may have read, or heard of, the expression 'Team Millfield', it's not a cliché, it's not a sales pitch and it's not merely a motto for the children to adhere to. It's at the heart of everybody who works and learns here. All the fantastic staff go above and beyond to support one another, learn from one another and share best practice with one another and it genuinely is a wonderfully enriching learning environment to be in."

Hannah Morton, Assistant Headteacher English

"I started at Millfield as Deputy Headteacher in September 2019, after having worked in other schools for 18 years. I remember visiting the school for the first time in February 2019, prior to applying for my current role, and I was truly amazed. I was greeted by a very passionate and enthusiastic Headteacher who clearly has an exceptional vision for her school and wants the absolute best for her colleagues and students – I just had to apply!

I thoroughly enjoy working at such an exceptional school where everyone feels valued and the students are really keen and eager to learn. I am really excited about the future of our school and what we will all achieve together - it is such a privilege to be part of Team Millfield!"

Bill Humphreys, Deputy Headteacher



"I first experienced teaching at Millfield through a placement in my training year and was immediately impressed by the ambition and drive of the school. I was lucky enough to secure a job here starting in September 2021 and have enjoyed every second since.

As an ECT (Early Career Teacher) at Millfield, I have a dedicated mentor as part of my induction programme who offers me one to one support. I also benefit from a reduced timetable and access to regular CPD opportunities to allow me to develop my practice.

A real highlight of the job so far has been taking on the role of a Year 7 form tutor, getting to know the students well and helping to guide them through their first year here at Millfield. I could not recommend the school more highly, and hope that you are successful in your application to join 'Team Millfield'."

Tom Yeoman, History Teacher

Job Description

Lead Practitioner T&L: Humanities (Geography Specialism)

Overall Purpose of the Post:

Have a highly visible role, ensuring the relentless pursuit of pastoral and academic success of all students.

Set high standards and lead in the monitoring, evaluation and review of the quality of education, personal development, behaviour and attitudes within humanities.

Lead in the development and implementation of innovative strategies for outstanding teaching and learning across humanities and the whole school.

The post holder will be an outstanding practitioner, with a proven track record of outstanding teaching and results over at least a two year period. Coach and mentor other colleagues in all aspects of teaching and learning and be deployed to other departments, following Quality Assurance, as directed by the Assistant Headteacher.

The post holder will be accountable for an area of whole-school continual improvement of T&L and outstanding outcomes for students and staff.

This role will provide a platform for further career promotion, with particular emphasis on whole-school teaching and learning, coaching colleagues and raising the level of student achievement.

Principal Accountabilities:

Leadership and Management

You will be an inspirational leader, and a role model, who will lead by example and have presence and a high profile in your area and around school.

You will set high standards as a leader, modelling at all times the highest possible standards of professionalism, ethical leadership, dress sense and personal behaviour.

Demonstrate the values of the school in everyday work and practice. Motivate and lead others in order to create a shared culture and positive climate in school.

Lead a team of teachers through: induction, support, advice and guidance and effective communication.

To support subject leaders by ensuring that the department has long term plans in place that provide differentiation, challenge and pace.

Ensure all staff understand and are actively implementing school policies (e.g. T&L, Assessment, behaviour Management, Marking and SEND).

Implement an effective programme of intervention, both in-class and after school.

If required, you will contribute to the induction, support and CPL of ECTs and trainee teachers.

Assist with maintaining a leadership presence around the school at break, lunchtime and lesson changeover.

Any other reasonable duties as directed by the Headteacher.

Principal Accountabilities:

Quality of Education

You will be an outstanding classroom practitioner, who plans and teaches lessons to a high standard.

To maintain a high quality of teaching and learning across the humanities department by conducting rigorous quality assurance, including learning walks, student voice and book looks and provide effective, timely feedback to staff to improve teaching.

To monitor and evaluate the performance of students, taking appropriate action to ensure improved performance and achievement .

Engage all subject staff in the creation, consistent implementation and improvement of schemes of learning and learning journeys, which encapsulate school policies and research-based teaching and learning strategies.

Embed the principles of effective assessment (ensuring it is consistent) and analyse data for impact on outcomes.

Ensure teachers are setting and marking purposeful home-learning and implementing revision strategies.

Identify students and groups of learners at risk of underachievement and implement additional interventions to ensure their success.

Liaise with the SEN team and Progress Leads to ensure that the needs of SEN pupils and all other groups of learners are met.

Lead and coach a group of teachers, in our DLC coaching sessions.

Be innovative by actively seeking opportunities to collaborate with other colleagues and undertake research into best practice at other schools, locally and nationally.

Research and evaluate innovative curricular practices and draw on research outcomes and other sources of external evidence to inform own practice and that of colleagues.

Behaviour and Attitudes

Have high expectations of behaviour and support the delivery of clear and consistent routines to ensure a calm and orderly environment where students exemplary behaviour allows them to thrive.

You will maintain outstanding discipline within the classroom and within the humanities department, ensuring school policy is consistently applied.

The safeguarding and welfare of students.

Personal Development

As per the school rota, contribute to the effective delivery of school assemblies.

Build and maintain excellent relationships with your form tutees and their parents/carers.

Coordinate activities and clubs to promote cultural interest and diversity.

Develop the profile of humanities within the community and our feeder primaries.

Seek opportunities to positively promote the school on social media, the local press and within the community.

Note: This job description is subject to amendment, within the terms of your conditions of employment, but only to the extent consistent with the needs of the school, and only after consultation with the postholder.

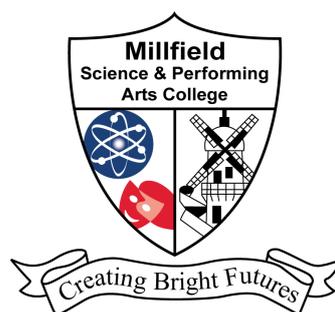
Person Specification

Qualifications and Training	Essential/ Desirable	Evidenced (Application, Letter, Reference)
QTS - Secondary	E	A
First or Second Class Honours Degree in subject applying for	E	A
Ability to teach subject across the full range KS3 and KS4	E	A
PGCE or equivalent	E	A
Safeguarding training	E	I
Professional Experience and Knowledge	Essential/ Desirable	Evidenced (Letter, Interview, Reference)
An outstanding, reflective practitioner with high-quality teaching skills and high expectations for students' learning and attainment, evidenced through outstanding GCSE results.	E	L I R
Evidence of raising achievement.	E	L, I
Understands and implements pedagogical research, such as Rosenshine's Principles, into own teaching practice and is able to coach others in developing their teaching practice.	E	I
Development of an outstanding curriculum based on assessment for learning, resulting in significant impact on student outcomes.	E	L I
Raising standards of achievement by supporting and developing the teaching practice of others.	E	L I
Proven strategies to raise achievement and achieve excellence.	E	L I
Evidence of using data to raise standards of learning and teaching.	E	L I
Evidence of implementation of curriculum initiatives which have had significant impact.	E	L I
Monitoring key cohorts and implementing strategies to improve outcomes, including an effective intervention programme.	E	L I
Collaborative, flexible leadership and the moral purpose of leading a team by example.	E	L I
Leading on collaborative planning, so that the school's standards of teaching and learning are highly consistent and effective.	E	L I
Clear and effective line management or coaching of staff.	E	L I
Be able to model effective behaviour management.	E	I R
Promote effective revision techniques.	E	L I
Experience of leading CPL, coaching and mentoring of staff.	E	L I
Evidence of highly developed skills in appraisal, recognising high performance, tackling under-performance and supporting CPL of teachers.	E	I
A commitment to and evidence of promoting diversity and equal opportunities within the school, curriculum and employment practice.	E	I
Chairing meetings so they are focused and strategic.	E	I
The ability to motivate staff, hold them to account and strategically delegate.	E	I

Personal Qualities	Essential/ Desirable	Evidenced (Letter, Inter- view, Reference)
The ability to inspire and motivate all students and colleagues.	E	L I R
The ability to promote a love of your subject.	E	I
The desire and capability to be an outstanding leader.	E	L I R
The ability to work constructively and collaboratively within a team.	E	L R
Effective organisational skills, including: Good communication skills (verbal and written)	E	L I
Good interpersonal skills and empathy and demonstrate an ability to develop and maintain relationships with all members of the school community.	E	I R
Be able to prioritise workload and work to deadlines.	E	R
Readiness to support extracurricular activities within and outside your department.	E	L I R
Be able to promote student mental health and wellbeing.	E	I
Excellent timekeeping and attendance.	E	R
Ability to set and maintain high professional standards in conduct and dress-code and lead by example.	E	I R

Leadership Standards (From the National Standards of Excellence)	Essential/ Desirable	Evidenced (Letter, Inter- view, Refer- ence)
Qualities and Knowledge		
Hold and articulate clear values and a moral purpose focused on providing a world-class education for the students at Millfield.	E	L I
Demonstrate optimistic personal behaviour, positive relationships and attitudes towards their students and staff, and towards parents, governors and members of the local community.	E	I
Lead by example – with integrity, creativity, resilience, and clarity – drawing on their own scholarship, expertise and skills, and that of those around them.	E	L I
Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development.	E	L I
Communicate compellingly Millfield's vision and drive the strategic leadership, empowering all students and staff to excel.	E	I
Students and Staff		
Demand ambitious standards of achievement and attendance for all students, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on students' outcomes.	E	L I
Secure excellent teaching through an analytical understanding of how students learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and students' well-being.	E	L I
Establish an educational culture of "open classrooms" as a basis for sharing best practice within and between schools, drawing on and conducting relevant research and robust data analysis.	E	L I
Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.	E	I
Hold all staff to account for their professional conduct and practice.	E	L I

Leadership Standards (From the National Standards of Excellence)	Essential/ Desirable	Evidenced (Letter, Interview, Reference)
Systems and Processes		
Provide a safe, calm and well-ordered environment for all students and staff, focused on safeguarding students and developing their exemplary behaviour in school and in the wider society.	E	L I
Establish rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any under-performance, supporting staff to improve and valuing excellent practice.	E	I
Welcome strong governance and actively support the governing body to understand its role and deliver its functions effectively – in particular its functions to set school strategy and hold the headteacher to account for student, staff and financial performance.	E	I
Distribute leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decision making.	E	I
The Self-Improving School System		
Create an outward-facing school which works with other schools, organisations and the local community– in a climate of mutual challenge – to champion best practice and secure excellent	E	L I
Develop effective relationships with fellow professionals, colleagues in other public services, parents/carers to improve academic and social outcomes for all students.	E	I
Challenge educational orthodoxies in the best interests of achieving excellence, harnessing the findings of well evidenced research to frame self-regulating and self-improving schools.	E	I
Shape the current and future quality of the teaching profession through high-quality training and sustained professional development of all staff.	E	I
Model entrepreneurial and innovative approaches to school improvement, leadership and governance, confident of the vital contribution of internal and external accountability.	E	I
Inspire and influence others- within and beyond schools- to believe in the fundamental importance of education in young people's lives and to promote the value of education.	E	L I



How to Apply

To find out more information about Millfield please look at our new school website where you will find our latest prospectus and examination results.

All job details and an application form are available to view and download from the school website under the vacancies section, TES online, LCC vacancies online, or an application pack can also be posted or emailed to you by contacting Mrs Hall, the Headteacher's PA, on 01253 865929 or admin@millfield.lancs.sch.uk

Candidates should write a supporting statement to the Headteacher, which should be no more than two sides in size 12 Arial font.

The Lancashire Application Form must also be fully completed, ensuring there are no gaps in your career history. In the references section of the application form, please clearly give details of two referees. References from employers are preferred, one of which should be your current employer. Please also include an email address for each of your referees. An excellent attendance record is essential. We will contact your current employer for attendance information if we make you a conditional offer of employment. An offer of employment will also be conditional on satisfactory medical clearance. The successful candidate will be asked to complete a confidential online medical questionnaire for submission to Occupational Health.

Closing date for applications: 18th April 2024, 9am

Interview: 24th April 2024

Child Protection and Safeguarding

At Millfield, the welfare of the child is paramount. This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All staff should understand their responsibility to safeguarding and promoting the welfare of children and young people. Staff are responsible for their own actions and behaviour and should avoid any conduct which would lead any reasonable person to question their motivation and intentions. Staff should work, and be seen to work, in an open and transparent way. Attitudes towards promoting and safeguarding the welfare of children and young people will be scrutinised during the selection process for the post that you have applied for. If you are appointed to this post, information in relation to safeguarding and protecting children and young people will be provided at induction.

Please note that in line with Keeping Children Safe in Education 2023, an online search will be carried out as part of our due diligence on shortlisted candidates.

GDPR and Data Protection

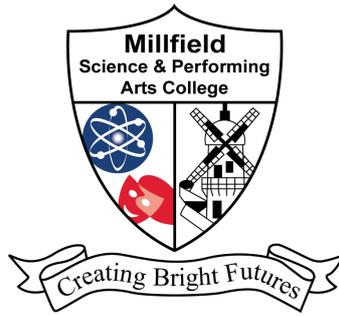
The post holder is expected to comply with the provisions of the Data Protection Act (GDPR) 2018.

Equal opportunities

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

Health and safety

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.



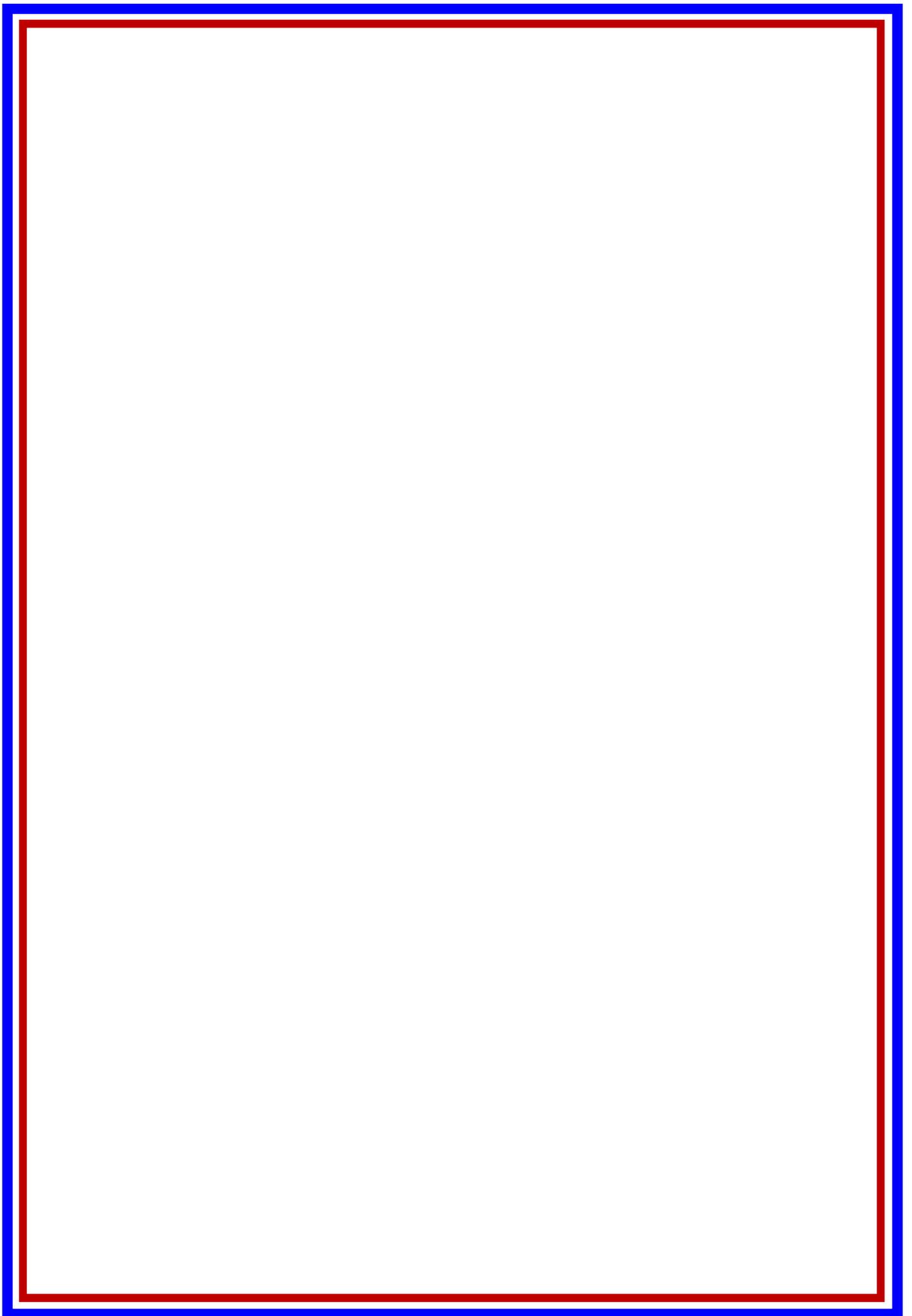
Line Management Structure

Headteacher

Deputy Headteacher

Assistant Headteacher

Lead Practitioners (ELT)





OFSTED:

"Staff morale is high."

"Students are well prepared for the next stage of their education."

"Relationships between staff and students are positive."

"Teachers use questioning effectively to target pupils of different abilities and to probe and deepen students' understanding."

"You provide a strong vision and have developed a sense of teamwork among staff and students."

"My children are supported in their learning and are encouraged to reach their full potential."

"The curriculum is well-matched to the aspirations and interests of students, and they are increasingly successful as a result."

"Your ongoing focus on raising aspirations has ensured that students' outcomes have continued to improve."

"Students say that they feel safe and well looked after in school."

"Students are polite, courteous and welcoming."

"Students behave well in lessons, at breaktimes and around the school."

"Students enjoy coming to school."



MILLFIELD SCIENCE & PERFORMING ARTS COLLEGE

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