




# Recruitment Pack

**Appointment of:  
Lead Teacher of English**

Polaris Multi Academy Trust,  
Field Top Road,  
Rastrick, Brighouse,  
West Yorkshire, HD6 3XB.

**National Support School**  
designated by  
  
National College for  
Teaching & Leadership

  
**Polaris**  
Multi-Academy Trust



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*I believe that our greatest strength is the integrity and passion of all our staff.*

Steve Evans  
CEO Polaris Multi-Academy Trust



# WELCOME

## *Welcome to the Polaris Multi-Academy Trust*

*The Polaris MAT is committed to recruiting staff who are passionate about providing every child and young person the opportunities and experiences, that gives them the confidence and aspiration to reach and go beyond their potential.*

The communities we serve have individual identities which reflect our vision for celebrating the uniqueness of each school. Our schools have the autonomy to learn, explore and develop their practice, led by committed and highly skilled Heads of School. Alongside this autonomy, our schools are committed to collaboration and the sharing of resources and best practice.

Our values are centred on building teams of highly skilled staff, through an unwavering focus on the development of skills, knowledge and understanding. We are passionate about delivering the very highest standards of training and continued professional development (CPD).

Our growing Trust is made up of both primary and secondary schools. Each school has its own unique DNA and individual identity, which is used as a platform to build on the enjoyment and academic success of the children in our care.



**Steve Evans**  
CEO Polaris Multi-Academy Trust

# VISIONS & VALUES

## *Our Vision*

- To provide every child and young person in the Multi-Academy Trust opportunities and experiences, which give all of them the confidence and aspiration to reach and go beyond their potential.
- To support and nurture each school's individual identity, to ensure that their unique DNA is used as a platform to build on the enjoyment and academic success of the children in our care.

## *Our Values*

- We instil the very highest expectations of everyone in the Multi-Academy Trust.
- We will ensure every school provides a safe, supportive and challenging environment to the children and young people in our care.
- We will ensure that every school is supportive and challenges all staff to continually improve their craft, through high quality professional development and opportunities for progression.

## *Our Aims*

- To remove the barriers faced by students in achieving challenging and aspirational academic targets through delivering the highest quality teaching and pastoral support.
- To collaborate with and grow expertise of staff across the MAT, to embed a sustainable self-improving system, that is built on strong leadership and succession planning.
- To provide a sustainable financial platform for schools in the trust through ethical financial controls which in turn, deliver high quality delivery of educational services.

# THE POLARIS FAMILY

*Schools within the Polaris Multi-Academy Trust*



Field Lane Primary



Rastrick  
High School





# THE POLARIS FAMILY

*Our schools are located across West Yorkshire.*

Staff from across the Trust can share expertise, practice, and resources because of the close proximity of each of our schools. Our schools are accessible from Junctions 24 and 25 of the M62, and is just 25 minutes from Leeds and 35 minutes from Manchester.





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*We have a happy workplace. The group of staff have moulded together well and we have fun while we are here.*

Carole - Payroll Manager



# Careers at Polaris

## *What's it like to work for our Trust?*

Our Trust has a reputation as an outstanding employer. This great reputation is built on the culture of support we offer our team. We have an outstanding induction programme, that will ensure that you make a great start to your career with us.

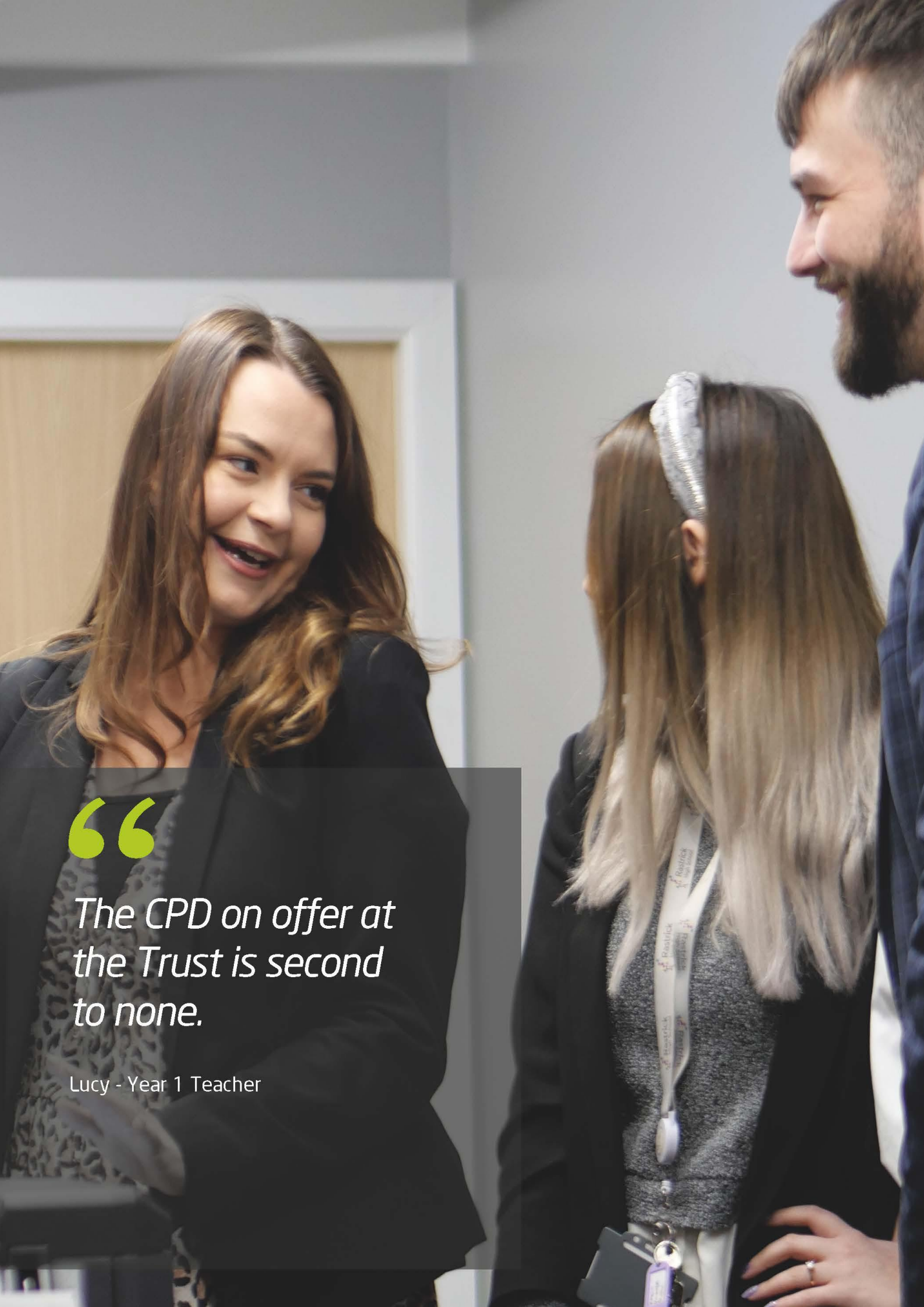
As well as the training highlighted above, our Trust offers apprenticeships in a wide range of areas of the business, from Site and Facility roles to Administration and Finance.

We work closely with Teaching School Hubs and other Initial Teacher Training providers to enable staff to train to teach. We always promote and provide opportunities for our staff to work together and collaborate. This commitment comes from our belief that we can all benefit from each other's experience and expertise, in turn this team approach helps ensure that you feel listened to, valued and supported.

We pride ourselves on staff wellbeing being at the centre of Trust and our School Leaders decision making, this why we work hard to ensure that staff know they are appreciated and rewarded for the excellent work they do.







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*The CPD on offer at the Trust is second to none.*

Lucy - Year 1 Teacher

# Careers & Wellbeing

## *What's it like to work for our Trust?*

The Trust Central Team supports our schools and employees through the running of a high-quality services, designed to deliver you important information to your fingertips. This includes integrated payroll that enables you to view and store all your salary documents digitally on your phone. The Trust's HR support dovetails with this easy to reach approach, ensuring that if/when you need more advice and guidance, it's there for you when you need it.

The communities we serve have individual identities which reflect our vision for celebrating the uniqueness of each school in our Trust. Our schools have the autonomy to learn, explore and develop their practice, led by committed and highly skilled Heads of School. Alongside this autonomy, our schools are committed to collaboration and the sharing of resources and best practice.

The Polaris Multi Academy Trust is committed to recruiting staff who are passionate about providing every child and young person the opportunities and experiences, that gives our children and young people the skills, knowledge and confidence to reach and go beyond their potential.







# *Our benefits*

*and why they matter*

# BENEFITS

The Polaris Multi-Academy Trust is a great place to work and we really hope you'll agree. In addition to your competitive salary and a talented team of colleagues to work alongside, we offer a wide range of benefits to save you money, keep you healthy and help you enjoy your time at work. You'll also find plenty of opportunities to develop and progress your career at the Polaris MAT. We strive to develop and promote our own. We encourage professional development and promote internal growth, but not just upwards. We want you to have the chances to move into broader roles across our Trust and into different areas.

## *Professional Development opportunities*

We offer regular training and access to a range of internal and external programmes tailored to your learning throughout your career, including NPQs and other professionally accredited qualifications. There are opportunities for career progression with your home school or in other schools across the Trust as well as opportunities to move from our support team to a teaching role.



**Professional Development Opportunities**



**Opportunities for Progression**



**Performance Management Process**



# BENEFITS

## *Financial*

We offer a competitive salary for both teaching and support staff, whereby pay progression is possible on an annual basis.

Access to and auto enrolment into a highly attractive pension plan for all staff.



**Pension**



**Competitive Salary**

## *Wellbeing*

A generous holiday allowance for support staff and all our school calendars are designed to fit well with the 1265hrs allowance for teachers.

Training day events specifically designed to support staff wellbeing.

Staff feedback events designed to enable you to share how we can be even better at what we do.

Access to the cycle to work scheme.



**Wellbeing**



**Flexible Working**

# BENEFITS

## Facilities

We have great school buildings with well-maintained and modern facilities.

On-site catering with great food, reasonably priced for staff.

Free car parking at every school.

Access to the fantastic Rastrick High School gym on weeknights.

Preferential access and a discounted rate to the outstanding Smarties Nursery based in Rastrick.



Discounted Nursery



On-site Gym



On-site Nursery



On-site Catering



Modern Facilities



# Job Description

## Job Description Lead Teacher of English

<b>Job Scale/Salary:</b>	Leadership Scale L1-L8 (£47,185 - £56,082)
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<b>Core Purpose:</b>	<ul style="list-style-type: none"> <li>• To <b>raise standards</b> of teaching and learning at Rastrick High School through:             <ul style="list-style-type: none"> <li>- To continually develop an expert knowledge in their own and others teaching and learning strategies which have a proven positive impact on students' progress and attainment.</li> <li>- Developing and delivering strategies that enhance the teaching practice of others.</li> <li>- Effectively using the OFSTED lesson judgement criteria to maintain and support the accuracy of teaching judgements and quality of lesson feedback.</li> <li>- Take a lead role in the delivery of CPD sessions to staff.</li> </ul> </li> <li>• Model high aspirations and standards; ensuring good or outstanding teaching is consistently achieved in your own teaching.</li> <li>• Lead on the development and delivery of teaching and learning strategies within the Teaching and Learning Team; enabling strategies to be delivered to all staff, as well as offering 1:1 support to staff as and when required.</li> <li>• Take a lead role in the formal lesson observation cycle.</li> </ul>
<b>Reporting to</b>	Director of English, Assistant Head Teacher: Teaching and Learning.
<b>Liaising with</b>	SLG, Associate Lead Teachers, Middle Leaders, Teachers and Support Staff.
<b>Leadership</b>	<ul style="list-style-type: none"> <li>• To drive the teaching and learning strategy for the school.</li> <li>• To be a key part of the team who plan and deliver CPD.</li> <li>• To link with Lead and Associate Lead Teachers to ensure that the whole school fully reflects the school's teaching and learning focus.</li> <li>• To take a lead role on learning walks and other quality assurance strategies as directed by the AH Teaching and Learning and in-line with the school policy.</li> <li>• To lead the development and delivery of quality assurance strategies in a specific department / year group or curriculum area.</li> </ul>

# Job Description

<b>Curriculum</b>	<ul style="list-style-type: none"> <li>• To work alongside subject leadership to ensure teaching and learning is a core focus for the planning and delivery of schemes of work and lesson planning.</li> <li>• To actively monitor and respond to teaching and learning developments and initiatives at national, regional and local levels.</li> <li>• To plan and deliver teaching and learning resources which have an impact on the delivery of an engaging and challenging curriculum.</li> </ul>
<b>Learning</b>	<ul style="list-style-type: none"> <li>• To establish and sustain high standards of teaching and learning across the whole school through the delivery of outstanding CPD sessions.</li> <li>• To keep up to date with national developments in teaching practice and pedagogy.</li> </ul>
<b>Staff Development</b>	<ul style="list-style-type: none"> <li>• To develop and enhance the teaching practice of all colleagues; implementing strategies for improvements in teaching where required.</li> <li>• To deliver teaching and learning focused high quality CPD sessions which contribute to staff development.</li> <li>• To participate in and support the school's ITT programme.</li> <li>• To participate in formal lesson observation procedures in-line with the school capability policy.</li> </ul>
<b>Assessment</b>	<ul style="list-style-type: none"> <li>• To evaluate and feedback on lessons accurately (in-line with the 2014 OFSTED criteria) and demonstrate the ability to develop this skill in others.</li> <li>• To contribute to formal lessons reporting reports and feedback reports derived from learning walks.</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>• To consistently communicate the school vision that all lessons must be 'mostly outstanding and never less than good'.</li> <li>• To ensure effective communication/consultation as appropriate with teachers and support staff.</li> <li>• To liaise with partner schools, Higher Education Institutions, industrial links, Examination Boards/Awarding Bodies and other relevant external bodies.</li> <li>• To represent the Teaching and Learning team's views and interests in a professional manner.</li> </ul>
<b>Marketing and Liaison</b>	<ul style="list-style-type: none"> <li>• To contribute to school's liaison and marketing activities, e.g. the collection of material for press releases.</li> <li>• To actively promote the development of effective links with external agencies.</li> </ul>
<b>Management of Resources</b>	<ul style="list-style-type: none"> <li>• To ensure that resources developed for the CPD programme are shared effectively with all stakeholders.</li> <li>•</li> </ul>



# Job Description

<b>Pastoral Support System</b>	<ul style="list-style-type: none"><li>• To ensure the Climate for Learning programme is effectively and consistently delivered by all staff and is a key part of the requirements for the delivery of an outstanding lesson.</li></ul>
<b>Operational</b>	<ul style="list-style-type: none"><li>• To ensure your own teaching is consistently at least 'Good' or better.</li><li>• To promote teamwork and to motivate staff to ensure that every lesson they teach is 'never less than good'.</li><li>• To be a leading part of the team responsible for the day-to-day promotion of the school focus on teaching and learning.</li></ul>
<b>Other Specific Duties</b>	<ul style="list-style-type: none"><li>• To continue personal professional development as required.</li><li>• Attend staff and other meetings and participate in staff training and development events as required.</li><li>• To actively engage in the performance review process.</li><li>• All support staff may be used to perform appropriate duties as and when required by the Trust, commensurate with the salary grade of that post if it is higher than the employee's current salary.</li><li>• To work in the best interests of the Trust, pupils, parents and staff.</li><li>• To adhere to the Academy and Trust policies and procedures with particular reference to Child Protection, Equal Opportunities, Teaching and Learning and Health and Safety.</li></ul>

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task may not be identified. Employees will be expected to comply with any reasonable request from the Headteacher to undertake work of a similar level that is not specified in this job description.

This job description is current at the date advertised. It will be reviewed at least annually and, in consultation with you, it may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

## **Pay portability**

The School will guarantee a teacher's pay portability for classroom teachers, providing the individual is able to demonstrate successful performance in their previous role. Successful performance can be demonstrated by a performance management statement (or other evidence) signed by a previous employer, confirming that performance has been successful during the last full performance management cycle. This would usually be the previous academic year. If a teacher cannot provide this evidence, then the School will offer a salary scale that reflects the individual's experience, competence and impact on student outcomes. This will be evidenced in the recruitment and selection process and include information provided from referees.

# Job Description

## Person Specification

<b>Job Title: Lead Teacher - English</b>		
<b>KEY CRITERIA</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>Qualifications &amp; Experience</b>	<ul style="list-style-type: none"> <li>• Education to degree level or equivalent in the (or closely relating to) the identified subject</li> <li>• QTS registered (or working towards this on an ITT programme)</li> <li>• An excellent track record of recent, relevant professional development</li> <li>• Evidence of raising standards and performance of a cohort of young people</li> <li>• The consistent delivery of lessons which have been formally recorded as at least 'Good' and evidence of 'Outstanding' teaching</li> <li>• An understanding of what is effective teaching and performance within the curriculum area.</li> </ul>	<ul style="list-style-type: none"> <li>• Innovative use of resources</li> <li>• Working with young people through an enrichment setting</li> </ul>
<b>Leadership &amp; Management</b>	<ul style="list-style-type: none"> <li>• Experience of working as a member of a team in an educational setting</li> <li>• Work effectively both as a leader and as a member of a team</li> <li>• Innovative approaches to working with students, parents, staff and other stakeholders</li> <li>• Prioritise, plan and organise</li> <li>• Set high standards and provide a role model for students and staff</li> <li>• Experience of leading a project and/or initiative which has had a positive impact on the whole school, department or year group</li> </ul>	<ul style="list-style-type: none"> <li>• Motivate all those involved in the delivery team</li> <li>• Deal sensitively with people and resolve conflicts</li> </ul>
<b>Knowledge &amp; Understanding</b>	<ul style="list-style-type: none"> <li>• The principles and characteristics of effective schools</li> <li>• The ability to develop and understanding of quality assurance systems in-line with the Section 5 OFSTED framework</li> <li>• Understanding of Pedagogical strategies which have a positive impact on student progress and attainment.</li> </ul>	<ul style="list-style-type: none"> <li>• Strategies for ensuring equal opportunities for staff, students and other stakeholders</li> </ul>

<b>Communication Skills</b>	<ul style="list-style-type: none"> <li>• Communicate the vision of the school to a range of stakeholders</li> <li>• Negotiate and consult fairly and effectively</li> <li>• Ability to communicate to a range of audiences</li> </ul>	<ul style="list-style-type: none"> <li>• Develop, maintain and use an effective network of contacts</li> </ul>
<b>Decision Making and Judgement Skills</b>	<ul style="list-style-type: none"> <li>• Make decisions based on analysis, interpretation and understanding of relevant data and information</li> <li>• Demonstrate good judgement</li> </ul>	<ul style="list-style-type: none"> <li>• Think creatively and imaginatively to anticipate, identify and solve problems</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• A commitment to inclusive education</li> <li>• Evident enjoyment in working with young people and their families</li> <li>• Empathy in relation to the needs of the school and the local community</li> <li>• Ability to inspire confidence in others</li> <li>• Adaptability to changing circumstances/new ideas</li> <li>• Reliability, integrity and stamina</li> <li>• Personal impact and presence</li> <li>• Work under pressure and to deadlines</li> </ul>	<ul style="list-style-type: none"> <li>• Achieve challenging professional goals</li> <li>• Personal ambition and potential for further promotion</li> <li>• Intellectual ability and curiosity</li> <li>• Determination to succeed and the highest possible expectations of self and others</li> <li>• Vision, imagination and creativity</li> <li>• Resilience and perspective</li> </ul>





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