

Religious Education Teacher Information Pack

March 2021



Anglian Learning is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff to share this commitment and undergo appropriate checks. Therefore, all posts within the Trust are subject to an enhanced Disclosure and Barring Service check. We welcome applications from all, irrespective of gender, marital status, disability, race, age or sexual orientation.

Contents

1. Advertisement
2. Letter to applicants from the Principal
3. RE department profile
4. Job description
5. Person specification
6. Application instructions and further information



Sawston Village College
New Road, Sawston, Cambridge, CB22 3BP
Tel: 01223 712777 www.sawstonvc.org
comprehensive academy, NOR: 1080
Principal: Mr J P Russell

Required from 7 June 2021

RELIGIOUS EDUCATION TEACHER

Maternity Cover

Full time preferred

MPS/UPS: £25,714-£41,604 (pro-rata for part time)

Sawston Village College is a high-achieving, successful 11-16 academy, with a reputation for rigour in teaching and learning, outstanding pupil behaviour and inclusive, caring values. We are listed as the sixth best school without a sixth form in the UK (The Sunday Times, 2020). A founding member of the Anglian Learning group of schools, we are situated just outside the beautiful city of Cambridge, offering first class professional development opportunities to our staff and a supportive, friendly environment in which to work.

We are seeking an enthusiastic, creative and inspirational teacher to share their love of Religious Education, a popular and highly successful GCSE subject choice for our pupils. This post is to cover a period of maternity leave and a full time teacher is preferred although we will consider part time of 80% or more. This post will provide the successful applicant with a wealth of opportunities to develop their classroom practice and career, and we welcome applications from newly qualified teachers as well as those with more experience.

To find out more about this role, please download an application form and information pack from our website at www.sawstonvc.org. Applications must be submitted on the College's application form. CVs will not be accepted. Requests for flexibility in working arrangements/patterns will be considered.

Closing date: Monday 12 April 2021 at 9.00 am

Interviews: Week commencing 19 April 2021

Anglian Learning is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff to share this commitment and undergo appropriate checks. Therefore, all posts within the Trust are subject to an enhanced Disclosure and Barring Service check. We welcome applications from all, irrespective of gender, marital status, disability, race, age or sexual orientation.



Anglian Learning is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff to share this commitment and undergo appropriate checks. Therefore, all posts within the Trust are subject to an enhanced Disclosure and Barring Service check. We welcome applications from all, irrespective of gender, marital status, disability, race, age or sexual orientation.



Sawston
Village College

Principal: Mr J P Russell

March 2021

Dear Applicant

Religious Education Teacher (Maternity Cover)

Thank you very much for your interest in the above position. We sincerely hope that the information below and enclosed within this application pack will encourage you to apply to our friendly and vibrant school.

We are a very welcoming and highly successful school, one in which all staff are valued and all contribute to our strong caring ethos. Pupils are at the centre of all that we do but we can only succeed when all professionals work together, collaboratively and supportively, to ensure a positive, safe and calm learning environment in which all pupils can thrive. We have a robust risk assessment in place to mitigate against Covid19 transmission. We take the health, safety and wellbeing of our staff and pupils extremely seriously. Throughout the pandemic, we are keen for all of our pupils to access the full curriculum and be inspired by high quality teaching and learning within the restraints of what is possible.

Sawston Village College is an inclusive, comprehensive 11-16 academy, set on a picturesque open campus, a few miles south of the cultural iconic and aspirational city of Cambridge. It was the first purpose-built Village College in England and we are proud of the fact that it is still heralded as a model for community education and remains true to Henry Morris' founding principles. Under normal circumstances, we have over 1000 members of the local community visiting each week to participate in learning, sporting or leisure activities. We are also proud to be a founding member of the Anglian Learning Trust, a family of like-minded schools serving over 5500 pupils from ages 3-19 in this region. The Trust affords us opportunities to learn from each other, prosper from outstanding leadership development and build strong professional networks to achieve ambitious objectives.

Our school's focus is the achievement and wellbeing of our 1060 pupils and in this we are performing consistently amongst the very best schools in the country. In 2019, the College achieved significantly above national averages at all levels including 62% gaining grade 5+ in English and Maths, 39% at grade 7 or above across all subjects and a progress score of +0.6. We are in the highest quintile for all measures. This success has continued in 2020 with the overwhelming majority of our pupils securing their preferred post-16 pathway having achieved grades significantly well above average, with 83% gaining grade 4+ in English and Maths and 66% gaining grade 5+ in English and Maths. Academic success, of course, is only one measure and, as an Artsmark accredited school, we are equally proud of our extensive extra-curricular offer as well as our aim to help all pupils leave with confidence, enriched experiences and ambition for the future. The Sawston Way demands that our pupils also understand and appreciate the need for kindness, humility, politeness and good grace.



This success is based upon the following key principles. Firstly, a firm commitment to the belief that all pupils, regardless of ability or background, are able to achieve their potential and have the best opportunities to succeed in education, employment and life. Secondly, a determination to recruit, develop and retain the very best staff, by providing varied and exciting personalised opportunities for professional development, and a caring, supportive environment with an emphasis on teamwork, collaboration and well-being. Thirdly, a firm conviction that teaching and learning can only flourish where pupils are well behaved and respectful. Therefore, we have very high expectations and set exacting standards enabling staff and pupil to feel safe and happy. We provide outstanding pastoral care of our young people. In normal circumstances, each pupil is a member of a vertical tutor group and a House. Non-teaching pastoral leads work very closely with our inclusion team, safeguarding team and SLT, to ensure that all pupils are known, valued, cared for and encouraged to do and be the best they can. We pride ourselves on the professionalism of our staff and our commitment to ethical leadership; as role models for the young, how we behave as leaders is as important as what we do.

We are now seeking to appoint a teacher of Religious Education to join our highly successful team, covering a period of maternity leave from 7 June 2021. A full time teacher is preferred although we will consider part time of 80% or more. The position would suit a newly-qualified or a more experienced teacher looking for their next position.

One of the leading subject areas in the College, Religious Education achieves excellent results year after year. Pupils routinely perform a grade higher in this subject than they do on average across the rest of the curriculum, motivated by high quality teaching and a can-do attitude. In normal circumstances, we have a debating team that would meet regularly and we have calendared four extracurricular trips organised annually within the department. However, there is still room for development, innovation and enrichment, building on this excellent foundation and inspiring the next generation of RE students.

If you wish to apply, then we would be delighted to hear from you. To apply, you must complete our application form in full, paying close attention to the guidance, and submit it with a covering letter. Please confine your letter to no more than two pages of A4. Please pay particular attention to the job description and person specification in writing your letter, focussing on how your past experience has suited you for this post and the skills and qualities you would bring to it. CVs will not be accepted.

Your application should reach the College by 9.00 am on Monday 12 April. Please see the application instructions section of this pack for full details. Interviews for shortlisted candidates will take place during the week commencing 19 April. If you have not heard from us three weeks after the closing date, you should assume your application has not been successful.

As you would expect, the College is committed to the safeguarding of children and young people. If you are invited to interview, you will be asked to provide the following:

- a completed disclosure of criminal convictions form;
- details of any child protection investigation that you may have been subject to;
- notification of any relationship with any pupil, employee, governor or trustee;
- evidence of your right to work in the UK;
- confirmation that, if appointed, you will provide documentation to allow a DBS check to be undertaken;
- original qualifications certificates, and
- a signed and dated hard copy of your application form and covering letter.

Full details of the documents required will be sent with your invitation to interview.

Sawston Village College is a highly professional and exceptionally friendly, caring and enjoyable place in which to work and teach. During these turbulent times, we are keen to recruit people with resilience, adaptability and optimism for a better future. Above all, we are looking for staff who take pride in their work, enjoy the company of children and can harness the power of education to transform lives and inspire our future generation.

Thank you, in anticipation, for the time you will give to your application.

Yours sincerely

A handwritten signature in black ink, appearing to read 'J Russell', written in a cursive style.

Mr J Russell
Principal

The Religious Education Department



Thank you for considering making an application to join the RE team at Sawston Village College. This profile is intended as a brief overview of the work of the department. Please do not hesitate to get in touch if you would like further information about the department or school prior to making an application.

The Department Team

The department is staffed by the current subject leader, an RE specialist and a number of staff members from across the curriculum. All Full course GCSE groups are taught by the two subject specialists, whilst the remainder of the curriculum is taught by all within the department, all overseen by the subject leader. The department is committed to providing the best learning experience for all students and we work hard as a team to achieve this in all areas.

Examination Success

Examination results in RE are outstanding, 99.5% A*-C for the last 8 years and 47% of those achieving the top grades of 7/8/9 in 2020. We are a very high achieving department with a reputation for success which is well deserved and earned. Students typically exceed their targets and generally do a grade better than other departments in the school. The department prides itself on the enthusiasm and dedication of its students and the focus on developing self-efficacy through outstanding teaching and learning, leading to success in a range of different outcomes.

Accommodation and Resources

In normal circumstances, the RE department is based mainly in a wing which is also home to English and History, allowing for collaboration with other subject areas. The classroom environment aims to encourage active learning, independence and curiosity in the students. The staff room, a few doors down, is a thriving hub for the whole wing. The building epitomises the very positive ethos of learning at Sawston with subject specific displays in the corridors, literacy displays, Youth ambassadors for RE and the plasma display screen showing recent events and the ASPIRE philosophy overseeing all from the ceiling.

We are resourced with a wide variety of materials which are located in the stockroom linked between RS1 and RS2. A range of textbooks, artefacts, videos and such provide opportunity to support a diverse range of teaching and learning approaches. Each classroom has a data projector and Promethean Interactive Whiteboard.

Curriculum

All classes are mixed ability and are typically average in size. In KS3 students are taught three lessons of 60 minutes every two weeks and follow the Cambridgeshire Locally Agreed Syllabus.

Short Course GCSE RE is provided for all KS4 students, which we start to deliver in Year 9 and complete the exam in Year 10. They are taught in three lessons of 60 minutes every two weeks in year 9 and two lessons of 60 minutes every two weeks in year 10. This ensures we provide all KS4 pupils with their statutory RE entitlement.

Full course GCSE RE is an option subject with a healthy intake every year. At KS4 the GCSE option groups are taught in five lessons of 60 minutes every two weeks.

We follow Edexcel Religious Studies B- Christianity and Islam, Religion and Life and Religion and Society. Uptake of RE or related subjects post-16 has traditionally been strong. We also have strong links with the Faculty of Education at Cambridge University as a training department for the RE PGCE students.

Enrichment

The RE department considers every lesson to be a journey of enrichment! The students are encouraged to participate in, and benefit from, many additional enrichment opportunities run by other departments. The debating society is normally run at lunchtimes by the subject leader and is frequently directly linked to an RE topic or related issue. Students are encouraged to embrace the opportunities provided by being a Cambridge school, for example attending a variety of lectures and events at the University, hearing guest speakers at local colleges, and attending talks at the Festival of Ideas and Science etc. Over the years, we have had a number of different organisations into lessons, leading discussions and providing students an opportunity to discuss issues raised within lessons. More recently, we have offered live workshops and Q&A sessions, due to current restrictions, to KS4 with the hope to host more at KS3. These sessions will help to keep our strong connections with the local communities going.

The RE department is very established at Sawston and has a very positive presence in the school. The students are curious and enthusiastic and we are proud of all we have achieved to this point, and confident in what is yet to come.

Job Description Teacher



Anglian Learning is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff to share this commitment.

This job description is set in the context of the Teachers' Standards, which may be found at <https://www.gov.uk/government/publications/teachers-standards>.

Purpose	<ul style="list-style-type: none"> To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils and to support a designated curriculum area as appropriate To monitor and support the overall progress and development of pupils To facilitate and encourage a learning experience which provides pupils with the opportunity to achieve their individual potential To contribute to raising standards of pupil attainment. To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth
Reporting to	Head of Department
Liaising with	Principal/Deputies, teaching/support staff, Trust/LA representatives, external agencies and parents
Working time	195 days per year, full-time or part-time as per contract
Salary/Grade	As per teachers' pay scales
Disclosure level	Enhanced with children's barred list check

MAIN DUTIES	
Operational/strategic planning	<ul style="list-style-type: none"> To make a positive contribution to the work of the department, assisting in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies and taking responsibility for particular facets of the department's work To contribute to the curriculum area and department's development plan and its implementation To plan and prepare courses and lessons To contribute to the whole school's planning activities
Curriculum provision	To assist the Head of Department and Senior Leadership Team to ensure that the curriculum area provides a range of teaching that complements the school's strategic objectives
Staffing	To take part in the school's staff development programme by participating in arrangements for further training and professional development
Staff development	To continue personal development in the relevant areas including subject knowledge and teaching methods

Recruitment/ deployment of staff	<ul style="list-style-type: none"> • To engage actively in the Performance Management process • To ensure the effective/efficient deployment of classroom support • To work as a member of a designated team and to contribute positively to effective working relations within the school
Quality assurance	<ul style="list-style-type: none"> • To help to implement school quality procedures and to adhere to the requirements outlined in the school's quality assurance policy. • To contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed school procedures • To seek/implement modification and improvement where required • To review from time to time methods of teaching and programmes of work • To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school
Management information	<ul style="list-style-type: none"> • To maintain appropriate records and to provide relevant accurate and up-to-date information for SIMS, registers, etc. • To complete the relevant documentation/online records to assist in the tracking of pupils • To track pupil progress and use information to inform teaching and learning • To ensure the security and confidentiality of all such information
Communications	<ul style="list-style-type: none"> • To communicate effectively with the parents of pupils as appropriate • Where appropriate, to communicate and co-operate with persons or bodies outside the school • To follow agreed policies for communications in the school
Marketing and liaison	<ul style="list-style-type: none"> • To take part in marketing and liaison activities such as Open Evenings, Parents' Evenings, Review Days and liaison events with partner schools • To contribute to the development of effective subject links with external agencies
Management of resources	<ul style="list-style-type: none"> • To contribute to the process of the ordering and allocation of equipment and materials • To assist the Head of Department to identify resource needs and to contribute to the efficient/effective use of physical resources. • To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the School, department and the pupils
Pastoral care	<ul style="list-style-type: none"> • To take responsibility for a group of pupils whether as mentor or co-mentor • To play a full part in ensuring that there is a calm, orderly environment in and outside the classroom • To promote the general progress and well-being of individual pupils and class groups as a whole • To treat all pupils with respect
Teaching	<ul style="list-style-type: none"> • To undertake a designated programme of teaching • To ensure a high quality learning experience for pupils which meets internal and external quality standards • To teach pupils according to their educational needs, including the setting and marking of work carried out by the pupil in school and elsewhere • To assess, record and report on the attendance, progress, development and attainment of pupils and to keep such records as are required • To provide, or contribute to, oral and written assessments, reports and references relating to individual pupils and groups of pupils

	<ul style="list-style-type: none"> • To ensure that Literacy, Numeracy and school subject specialisms are reflected in the teaching/learning experience of pupils • To ensure that pupils have the opportunity to further their experience of ICT within the subject area and to assess their competence and progress with this skill set • To prepare and update subject materials • To use a variety of delivery methods which stimulate learning appropriate to pupil needs and demands of the syllabus • To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework • To undertake assessment of pupils as requested by external examination bodies, departmental and school procedures • To mark, grade and give written/verbal and diagnostic feedback as required • To contribute to the development, promotion and active use of the school's learning platform
Other specific duties	<ul style="list-style-type: none"> • To be aware of and comply with policies and procedures related to child protection and safeguarding, health and safety, security, confidentiality and data protection, reporting all concerns to the appropriate person, and attend compulsory safeguarding training as a priority of your role • To undertake duties according to the rota and discharge the responsibility proactively • To contribute to good order across the College by responding proactively where there is a cause for concern • To play a full part in the life of the school community • To support its aims and values and to encourage staff and pupils to follow this example • To promote actively the school's policies • To attend staff briefings • To continue personal development as agreed • To undertake any other duty as specified by STPCD not mentioned in the above

Person Specification Religious Education Teacher



Anglian Learning is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff to share this commitment.

Education	Essential	Desirable
Good honours degree in RE or a relevant subject	✓	
PGCE or recognised teaching qualification	✓	
GCSE grade C+/4+ or equivalent in Maths and English	✓	

Experience	Essential	Desirable
Recent experience of teaching RE to at least GCSE or equivalent level	✓	
Experience of involvement in extra-curricular activities		✓
Evidence of the successful use of ICT within teaching and learning	✓	
Evidence of ability to develop positive and effective relationships with pupils, staff, governors, parents/carers and other stakeholders	✓	

Professional Qualities	Essential	Desirable
An excellent communicator who is able to work effectively with pupils, parents, colleagues and outside agencies	✓	
Good or outstanding classroom practitioner with evidence of setting appropriate expectations to advance learning and engage and motivate pupils	✓	
Ability to establish productive working relationships and work well in a team	✓	
Excellent subject knowledge and is aware of best practice in RE teaching, including effective use of AfL	✓	
An excellent communicator, both orally and in writing	✓	
Commitment to equality of opportunity and high aspirations for the achievement of all pupils, including those coming from disadvantaged backgrounds	✓	

Professional Qualities	Essential	Desirable
Evidence of a commitment to the safeguarding of all young people	✓	
An awareness of new technologies, their use and impact		✓

Personal Qualities	Essential	Desirable
Enthusiasm, energy and personal dynamism	✓	
Approachable, friendly and patient	✓	
Good sense of humour		✓
Able to prioritise and meet deadlines	✓	
A liking and respect for young people	✓	
Appropriate professional relationship with colleagues, parents and children	✓	
High level of integrity, honesty and fairness	✓	
Demonstrates personal enthusiasm for the learning process	✓	

Teaching & Learning	Essential	Desirable
Excellent teaching, pastoral and behaviour management skills leading to evidence of excellent pupil outcomes	✓	
Excellent use of AfL strategies in teaching and learning within the classroom	✓	
A personal commitment to the continuing development of teaching skills in order to have a positive impact on pupil outcomes	✓	

Application instructions and further information



How to apply

1. Complete the application form. This is available to download from our website at www.sawstonvc.org/staff-and-governors/vacancies. CVs will not be accepted.
2. Write a letter of application to the Principal, Jonathan Russell, of no more than two sides of A4. See the Letter to Applicants in this pack for details of what to include in your letter.
3. Send your completed application form and letter to Louise Milne, HR Officer, no later than 9.00 am on Monday 12 April 2021.
 - Email: to jobs@sawstonvc.org and include the vacancy job title in the subject line. Attach your application form and letter as pdfs. Do not send hyperlinks or other file formats.
 - Post: to Sawston Village College, New Road, Sawston, Cambridge, CB22 3BP. Write the vacancy job title in the top left hand corner of the envelope.
4. References will normally be taken up for shortlisted candidates prior to the interview date. If you specifically indicate that you do not give consent to contact a referee prior to interview then the reference will only be taken up if you are successful at interview.
5. Please read our privacy notice for job applicants and our recruitment and selection policy on our [vacancies](#) page.
6. If you have any queries about the application process please contact Louise Milne, HR Officer, at jobs@sawstonvc.org.

Find us

Directions to the College can be found [here](#).

Ofsted

Read our most recent [Ofsted report](#).

Professional development

Sawston Village College is a member of the Anglian Learning multi academy trust www.anglianlearning.org

