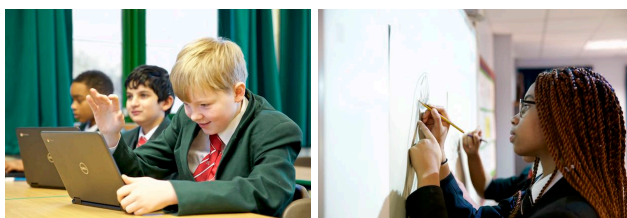




JOHN F KENNEDY CATHOLIC SCHOOL

INSPIRE • ACHIEVE • SERVE



Subject Leader of Design and Technology Information for applicants



Diocese of Westminster

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JOHN F KENNEDY
CATHOLIC SCHOOL
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Subject Leader of Design and Technology

Start date: September 2025

Salary: MPS/UPS plus TLR 2c plus London Fringe

Introduction

Thank you for your interest in this post at John F Kennedy Catholic School (JFK).

The Governors and I are seeking to appoint an experienced teacher of Design and Technology (Resistant Materials, Textiles, Food and Product Design) to take up this important leadership post, building upon the current high standards. The successful candidate will be an inspiring, dynamic teacher with a passion for learning and have the vision to develop further in this popular and successful department.

You will have a good track record of excellent classroom practice, be committed to high standards of learning and student progress, with the energy and vision to build on current department practices.

We welcome applications from candidates of all faiths and none, though support for our Catholic ethos is expected.

I hope that you find the following details useful and informative. They are intended to help you to decide whether or not JFK is the school in which you would be happy, be able to make a positive contribution and prepare yourself for the next stage of your career.

John F Kennedy Catholic School

JFK is a mixed 11-18 comprehensive, part of All Saints Catholic Academy Trust, located in the suburban environment of Hemel Hempstead. It is a voluntary academy with approximately 1100 students on roll. The school enjoys an excellent reputation and is always over-subscribed; for the 2024-25 intake of 180 places there were 530 applicants, with 206 putting JFK as first choice. The intake has, in recent years, been almost entirely Catholic - currently 83% of students. JFK serves the Catholic communities of Hemel Hempstead and a very wide surrounding area, including parts of Hertfordshire, Luton and Bedfordshire; in addition to seven main feeder primary schools, it regularly takes children from over twenty other schools. Unsurprisingly, its students come from a diverse socio-economic background, ranging from a very affluent commuter town to an area with high social deprivation. Overall, however, the school deprivation factor is just below the national average. Currently 15% of students are eligible for Free School Meals. The number of students from minority ethnic backgrounds has increased over the past ten years and is now above the national average. The prior attainment of students is significantly higher than the national average. Additionally the profile of current cohorts is generally skewed towards the 'middle' and 'high' prior attainment categories. The local parish church, St Mark's, is on the school site and the Parish Priest of the Hemel West Parish supports the liturgical life of the school.

JFK's most recent inspections were: Section 8 in March 2017 and Section 48 in February 2024. The headline outcomes for these inspections were all judgements of 'good'. In terms of results our most recent Progress 8 scores were: 0.09 in 2017, 0.25 in 2018, 0.05 in 2019, 0.01 in 2022, 0.15 in 2023 and 0.15 in 2024.

At A level, our results have been stable in recent years, and have been broadly average compared with national figures. Our most recent L3VA scores were -0.05 in 2017, -0.17 in 2018, -0.07 in 2019, -0.69 in 2023 and -0.27 in 2024.

Visitors to the school frequently comment on the ethos and atmosphere they sense as they come to the school for the first time. This friendliness and sense of community is part of something wider; it is rooted in the fact that we are a Catholic school. As such, everything that we do is based on our Mission Statement, summarised by words: Inspire • Achieve • Serve. We are an inclusive school that values the uniqueness of each member of our community. In this way we uphold the Gospel values and ensure that everyone has the opportunity to fulfil their potential.

Outside the formal curriculum there have always been numerous opportunities for students to take part in a very wide range of activities. These include drama, sport, music, retreats, trips at home and abroad and the Duke of Edinburgh Award Scheme. All the opportunities offered for students' personal development are summarised by the 'JFK Journey' that is displayed throughout the school.

The Technology Department

The Technology Department consists of four full-time teachers and one part-time teacher. They are supported by two full-time technicians. The department is very well resourced. There are three workshops for Resistant Materials and Product Design, a Sixth Form teaching room, two IT equipped classrooms rooms with a total of 40 computers, one Textiles room and two Food Technology rooms. All the rooms are well equipped with CAD CAM hardware and software.

At Key Stage 3 all students have one period of Food and one period of Product Design each week for the whole year. At Key Stage 4 we offer the following subjects: Design and Technology – Materials Technology and Food Preparation and Nutrition (all AQA), all of which are popular options. At A Level we offer Product Design (AQA).

JFK, now and in the future: ASCAT

JFK was opened in 1967, so it is over 50 years old. There is a great tradition here of several generations from families attending the school. Many teachers and support staff over the years were students at the school and currently one of the students in the first intake is working on the support staff. I believe there are many features that make JFK a great school but I also recognise there are areas needing development. We must never be complacent and we must embrace new ideas that will benefit the educational opportunities of the students in our care. We made a bold decision seven years ago to become a 'Google school', introducing Chromebooks for use in and out of school. This has been phased in, one year at a time, and is complete in the main school - all students in Years 7 to 11 have their own device. Google Classroom has been embraced by staff as well as students and is now an integral part of school life.

JFK joined All Saints Catholic Academy Trust (ASCAT) on 1st June 2023. The trust currently comprises 11 schools and JFK is one of only two secondary school members. Within the trust, JFK sits in a regional hub, with other Dacorum Catholic schools: 'St Mark's Hub'. Joining ASCAT has opened up many opportunities for cross-school and cross-phase developments, making this a very exciting time for JFK's future development.

Next steps

I hope that having read this letter and the information about the school that you will choose to apply. To do so, you are asked to complete the application form in full but instead of a supporting statement please write a letter of application which relates your experience to the job description and person specification. In your letter you should also outline your personal educational philosophy, your vision and the contribution that you can make to John F Kennedy Catholic School. Please also complete and submit the CES Recruitment Monitoring and Consent for References forms.

Please post your application or submit it to Ms Eva Final by email to: efinal@jfk.herts.sch.uk

I am always happy to welcome visitors to the school and I would strongly encourage you to come and visit us to see the school for yourself. If you would like more information about the school please visit our website www.jfk.herts.sch.uk where you will find our online prospectus and other information. If you would like to know more about the post itself or to arrange a visit, please do not hesitate to contact my PA, Ms Eva Final (email: efinal@jfk.herts.sch.uk), who will be very happy to help you.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'P. Neves'.

Mr Paul Neves
Headteacher



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Person Specification – Subject Leader of Design and Technology

Qualifications:

- A Honours graduate
- Qualified Teacher Status
- Health and Safety accredited (DATA)

Professional Experience:

- Ability to teach Design and Technology (Resistant Materials, Textiles, Food and Product Design) at KS3 and GCSE
- Ability to teach Product Design at A Level
- High expectations of students
- Effective communication skills
- High standards of classroom management
- Knowledge and use of IT in teaching and learning
- Commitment to continuing professional development
- Knowledge of current curriculum developments
- Knowledge of safeguarding requirements

Personal Qualities:

- Commitment to support the Catholic ethos
- Commitment to team working
- Commitment to equal opportunities and the equal value of all members of the school community
- High personal standards – dress, conduct and presentation

Note:

We are committed to safeguarding and promoting the welfare of children and young people. An enhanced DBS check is required for this post.

Subject Leader Job Description

Responsible to: Headteacher through the SLT Link

It is expected that the Subject Leader will work in such a way that is totally compatible with the aims and objectives of the school. The responsibilities outlined below are intended to fall within the 'School Teachers' Pay and Conditions' guidance. They are in addition to the responsibilities outlined in the teachers' job description and the Teachers' Standards.

As senior post holders in the school, Subject Leaders occupy a pivotal role in securing its effectiveness and are expected to contribute to whole-school thinking and development. With a clear understanding and focus on how students learn, the subject leader is expected:

- to give full support to the school's distinctive Catholic ethos and act as an appropriate role model
- to look for opportunities for the department to be actively involved in the Catholic life of the school
- to support the strategic vision of the school and the School Development Plan
- to lead on the Quality Assurance system within the department in order to improve the quality of student learning and to raise standards of student attainment and achievement
- to monitor student progress within the department, organising intervention strategies when necessary
- to ensure all staff take a measure of responsibility for department teaching rooms to create an environment which stimulates learning
- to support the development of the House system
- to manage behaviour within the department
- to liaise with the Pastoral Support Coordinator and SENCo as and when necessary
- to be accountable for leading, managing and developing the curriculum, ensuring that it is appropriately broad, balanced, relevant and differentiated
- to seek and promote activities that enhance and extend the curriculum
- to attend all meetings relevant to your post
- to attend regular line management meetings and work collaboratively with the SLT Link
- to support and develop school links with home, parish and the wider community as appropriate
- to oversee the Performance Appraisal system offering encouragement and support to all members of the department in their professional development
- to develop and enhance the pedagogy and practice of others
- to efficiently and effectively manage and deploy staff, financial and physical resources within the department
- to support the organisation of school events: meetings, performances, examinations etc.
- to take responsibility for the day to day management of Health and Safety within the department, including updating Risk Assessments where necessary
- to be a presence around the school and be supportive of the leadership of the school
- to set work for absent colleagues when necessary
- to support and contribute to staff training as and when required
- to support the recruitment, induction, training and development of new staff