

Subject Leader of Geography



THE HOLLINS

June 2023



LET
EDUCATION
TRUST

AMBITIOUS | INCLUSIVE | RESILIENT

Welcome to **LET** Education Trust

Dear colleague,

Thank you for showing an interest in a post at one of our schools. The LET Education Trust is a cross-phase multi-academy trust based in Lancashire with currently primary and secondary schools as members.



We believe that every child deserves the best education and we create opportunities and experiences for all of them to reach their potential. Building 'cultural capital' is vital for our pupils and this occurs from reception up to year 11 through trips, activities, projects, events and residential, both at home and abroad. We are ambitious for our pupils, meaning we are always striving for excellence and supporting career aspirations through a culture of constant improvement.

Each of our schools is different and this is something we value and celebrate. The uniqueness of each school is supported by strong central services and a school-centred and approachable central team. Most colleagues work in one school but some work across a range of schools where their skills and abilities are needed.

Collaboration is key for LET schools and at the forefront of this is staff development. Joint INSET days with keynote speakers, middle and senior leader training and subject links occur across and between schools and phases. To aid transition for pupils, and planning for teachers, we are working on key fundamental skills required for KS3, in KS2. Sharing this information is proving invaluable in getting pupils 'secondary ready' and ensuring a smooth start to year 7.

One of the strengths of the LET Education Trust is school improvement, with a range of high-quality SLEs able to provide support where it is needed, both within and beyond the Trust. We also have Initial Teacher Training as part of our remit through the Pennine Lancashire SCITT. This has successfully trained primary and secondary teachers over the last 10 years with a large number employed locally and within the LET Education Trust.

If you have the highest standards of professional endeavour, integrity and ethics and would like to be part of our growing MAT, I look forward to receiving your application. You can find out more about our Trust at www.let-edu.org

Best wishes
Steve Campbell
Chief Executive



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You can find out more at: www.thehollins.com



Kind



Honest



Resilient



Reflective



Respectful



Responsible



Aspirational

Dear Applicant,

Thank you for your interest in the position of Head of Geography at The Hollins. We are a fully comprehensive school and serve a differing catchment area across Accrington and the surrounding area. Over 62% of our pupils come from E/E* areas of overall multiple deprivation, and prior attainment of our pupils is just below average. However, we achieve many great things with our pupils due to our committed, well-trained staff always going the extra mile to care for our pupil's welfare, character development and achievements. We are dedicated to improving the chances of all our young people, including our most vulnerable, pupil premium pupils, and learners with SEND and, as such, strive to offer as many opportunities for our pupils as possible, both within and outside of the classroom. We ensure that our staff engage in continual professional learning throughout their time with us, regardless of the level of experience, as we are committed to ensuring we can always get better.

The outgoing head of department has led the geography department to achieving the following in 2022: grade 4+ 88%, grade 5+ 75%, grade 7+ 25%. The geography department consists of 2 full time members of specialist staff (1 being the Head of Department, the other being the SENCO) along with some non-specialist staff. Our pupils enjoy geography as a subject and, as a result, achieve well. The department is ready for a change of direction under new leadership in order to ensure achievement in geography continues to improve.

Our recent transition to becoming an academy is helping cement further collaboration with other professionals, and will allow us to continue to further develop our practice. The LET Education Trust is an inclusive trust recognising the importance of providing for and investing in the adults of tomorrow.

This is an excellent opportunity to lead a successful team of professionals, and we welcome applications from existing heads of department or experienced seconds in department. **Should you wish to speak to me (on an informal basis), please do not hesitate to contact me.**

We look forward to receiving your completed application form together with a letter of application.

Yours faithfully,
Mrs S Haydock
Headteacher, The Hollins



ABOUT OUR GEOGRAPHY DEPARTMENT



The study of geography by our pupils is undoubtedly the key to unlocking and extending their understanding and appreciation of their world. This ranges from the study of global physical features such as mountain ranges, deserts and rainforests, to the locations and characteristics of different countries and the people who live there. Studying geography provides a unique insight into the interactions – both positive and negative, intentional and unintentional – between us and the living world in which we live, which are crucial for pupils today to be aware of.



Geography is a highly dynamic and living subject, and geography teaching at The Hollins aims to embrace this quality. Through the use of a wide range of sources and adapting our curriculum to incorporate significant global and national events as they occur, our geography students are actively encouraged to work independently and within groups to engage with and pursue the big geographical questions of 'Who...?', 'What...?', 'Where...?' and, perhaps most importantly, 'Why...?'. Our pupils are encouraged to think critically about the information they are given and to present and justify their own views as balanced arguments.

Whilst geography can be taught in the classroom, it is our belief that it is best experienced beyond it. We aim to provide all students with the opportunity to experience geography beyond the classroom, through fieldwork activities and educational visits both within the UK and internationally. Through this, we support and enrich classroom learning whilst developing the sense of awe and wonder which can only be obtained by physical experiences.

ABOUT OUR 7 VALUES

These 7 important values underpin every decision we make.



Kind



Honest



Resilient



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Aspirational

Alongside the 7 values, we also have our vision, self-evaluation and our school improvement plan. None of these stand alone. They work together to ensure that we at The Hollins do our very best for our pupils and they have a positive experience, fulfilling their potential both academically and personally, celebrating our differences and developing the character to make their mark in the world. Our pupils are encouraged to "Strive for Success" and fostering these values will help them to achieve their success.



SUPPORT FOR OUR STAFF

- Encourage a climate of connecting with people. At The Hollins we encourage collaboratively working and sharing our moments with each other, both within the school and further afield in the hope that both professionally and personally all our staff feel less isolated and more connected. We are human beings first and foremost and, as such, must look after and care for our well-being.
- Looking after our mental health. We have staff who are trained mental health first aiders who are ready, willing and able to support.
- Quality staff professional development. We value staff development above all else and this engenders a sense of confidence and motivation for staff. We treat our staff like the professionals they are by engaging in the Disciplined Inquiry approach to appraisal and development, which gives staff the responsibility to consider their own individual needs in order to continue to develop and improve.
- Measure and respond to staff voice. Our thrice-yearly staff questionnaires allow staff the opportunity to let us know how they are coping with the demands of work, along with how they are coping generally. However, leadership doors are always open for continual conversations around this.
- Driving down unnecessary workload. We strive to ensure that we support the DfE Workload Reduction with suggestions like ensuring that our calendar reflects generous department and CPD opportunities, not submitting regular lesson plans, no expectations that all staff will mark in a specified manner, and only collecting data that is purposeful and used multiple times.

HOW TO APPLY

Please note that CVs will not be accepted.

Applications should be submitted using the forms available from our website with a supporting letter of no more than two pages of A4. The supporting letter should be clear, concise, accurately written and presented in an organised way, it should show how your experience to date has prepared you for this role.

Your letter and completed application form should be returned no later than the specified closing date to Mrs Young, Headteacher's PA, to youngc@thehollins.com.

Your letter should be addressed to the headteacher of the school, Mrs S Haydock.

Please note that, in the interests of economy, we will not acknowledge receipt of your application. If you have not been contacted within 28 days of the closing date, you should assume your application has not been successful.

Good luck!

Job Advert

Job Title: Subject Leader for Geography
Location: The Hollins, Hollins Lane, Accrington, Lancashire, BB5 2QY
Scale: MPR1 to UPR3
TLR: Additional TLR 2.2
Contract type: Permanent
Start date: January 2024 (or earlier if possible)
(Following completion of a Enhanced DBS check (including child barred list check) and other safer recruitment checks)
Closing date: Wednesday 21st June 2023, 12noon
Interview date: To be confirmed

The Hollins, part of the LET Education Trust, is seeking to appoint a talented, highly motivated and outstanding teacher to lead our Geography department. The successful candidate should be experienced, well-qualified, with the vision and energy to inspire and motivate young people. The Hollins is an oversubscribed, highly successful 11-16 school which provides a warm, caring environment; where attainment is above average and achievement is good. We value pupils and staff alike and look forward to welcoming a new addition to our team of dedicated staff.



Each school in our Trust has a Child Safeguarding policy and procedure in place and is committed to safeguarding and promoting the welfare of all its pupils. Each pupil's welfare is of paramount importance to us and you are expected to share this commitment. All staff will fully comply with the school's policies and procedures, attend appropriate training, inform the designated person of any concerns and record any potential safeguarding incidents appropriately. Any offer of employment will be made conditional upon a satisfactory enhanced DBS check and barred list check (where applicable to the role in question).

If you are shortlisted for the position you are applying for, you will be required to complete a self-declaration giving details of any relevant criminal offences and other relevant information relating to our safeguarding duty. Further information will be provided on that form.

If you are shortlisted for the position you are applying for, the recruiting officer will undertake an online search in accordance with KCSiE 2022.

Please be aware that references will be requested immediately after the shortlisted candidates have been selected to ensure they have been received prior to the interview. **Personal email addresses will not be accepted for any referees and the recruiting officer will contact your employer to confirm your reference.**

JOB DESCRIPTION

Grade	MPR—UPR
Reporting to	SLT Link
Location	The Hollins, Hollins Lane, Accrington, BB5 2QY
<p>JOB PURPOSE:</p> <p>The main objectives to be achieved by the post holder:</p> <ul style="list-style-type: none">• To be responsible for the leadership of the Geography Department.• To be accountable to an SLT Line Manager for the progress and attainment of pupils in Geography.	
<p>CORE TASKS:</p> <ul style="list-style-type: none">• To fulfil the expected role of a main scale teacher.• To fulfil the role of a Form Tutor.• To be accountable for the quality of teaching and learning within the department.• To identify underachieving pupils and provide interventions to help them achieve their potential.• To manage the staffing of the department in liaison with the appropriate SLT member.• To be responsible for the development of the geography curriculum at KS3 and KS4.• To be responsible for the examination and assessments in conjunction with the Exams Officer.• To act as appraisal line manager for agreed members of staff.• To attend Curriculum Leaders meetings and others as appropriate.• To manage the departmental budget effectively.• Where appropriate, to manage the mentoring of ITT students.• Where appropriate, to manage the support and guidance of work placement students and volunteers within the department.• To facilitate the provision of extra-curricular opportunities to meet the needs of all groups of pupils.	
<p>SCHOOL:</p> <ul style="list-style-type: none">• To carry out the duties in accordance with school-based policies and health and safety procedures/policies.• To contribute to the provision of an effective environment for learning.• To support the promotion of positive relationships with parents and outside agencies.• To engage in the school's appraisal scheme.• To take care for their own and other people's health and safety.• To be aware of the confidential nature of issues.	

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.

Safeguarding Commitment

This academy is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Note: In addition, other duties at no higher level of responsibility may be interchanged with/added to this list as required. The duties may be varied by the headteacher to meet changed circumstances in a manner compatible with the post held.

PERSON SPECIFICATION

	Essential	Desirable
Qualifications and Experience	<ul style="list-style-type: none"> • Qualified teacher status • Good honours degree or equivalent • Evidence of leadership development • Successful experience as head of geography or second in department. • A track record of successful teaching with evidence of enhancing pupil achievement both in your own classes and across the school. • Good ICT skills. • An ability to lead and be part of a team. • Assessment, data analysis and target setting. 	<ul style="list-style-type: none"> • Evidence of further subject-based professional development. • Departmental development planning. • Departmental self-evaluation. • Duke of Edinburgh experience.
Teaching	<ul style="list-style-type: none"> • Evidence of good classroom practice. • Good understanding of effective and engaging teaching methods. • The ability to engage, enthuse and motivate pupils. • Experience of teaching KS3 and KS4. • A good knowledge and understanding of current curricular developments in geography (including GCSE and NC requirements). • The ability to plan lessons and sequences of lessons with clear objectives to ensure progression for all pupils. 	<ul style="list-style-type: none"> • An understanding of current educational initiatives, including national priorities and legislation. • Evidence of improved pupil outcomes.
Professional Attributes	<ul style="list-style-type: none"> • A genuine belief in the value of every child. • To be aspirational for every child. • High personal standards and high expectations of themselves and others. • The ability to relate well to all members of the school community. • A sense of humour. • A flexible approach to school life. • Excellent communication skills. 	
Other	<ul style="list-style-type: none"> • A commitment to safeguarding and protecting the welfare of children. • A commitment to excellent attendance. • A commitment to health and safety. • A commitment to equality and diversity. • A strong belief in the importance of extra-curricular activities and a willingness to be involved. • The ability to manage time effectively and prioritise work. 	