

PINNER

HIGH SCHOOL



TEACHER OF BUSINESS

CANDIDATE INFORMATION PACK

2021/2022

Inspiring Learning



Shortlisted
Secondary school of the year



INVESTORS IN PEOPLE™
We invest in wellbeing Gold



Dear Applicant,

I could not be more excited about Pinner High School, past, present and future. We have much to celebrate: our first set of GCSE results were 24% above the national average for top grades 9-7, we have just finished an £18 million refurbishment programme and we were 1 of just 8 schools nationwide shortlisted for the 2020 TES Secondary school of the year award.

I am now looking for more exceptional colleagues who can make Pinner High School even better. Our opening five years were a great success, with very positive feedback from students, staff and parents. They all rated us 'Outstanding' in all categories at the end of our first year. Ofsted rated us 'Outstanding' in all categories in summer 2019. Most important of all, we have happy students who are keen to learn and lead a busy and active secondary school life.

We have strong foundations but you will bring a fresh perspective to our school to lift us to new heights and help us meet new challenges. We have grown quickly to over a thousand students across Years 7-12, but we still have plenty of areas we are still developing, especially as our Sixth Form continues to grow. You will need to ensure our students continue to make exceptional levels of progress and receive first class pastoral care, with access to the highest quality enrichment activities: everything that is involved on our school motto 'Inspiring Learning' that makes our school an excellent, inclusive one for the whole community. We are 'Stonewall School Champions', have the Silver Arts Mark and 'Green Flag' Eco Schools Award. You will need to be proactively supportive of these programmes.

Whilst setting up Pinner High School is immensely rewarding, growing a new school is certainly challenging. Now open for five years, roles at Pinner High School are demanding and they will expand your professional horizons. You will need to embrace this variety and inspire others to do the same. I call our first group of students the 'Trailblazers', and you will need the same pioneering mindset. I am well aware that no matter how strong the foundations, an organisation is only as good as its people. The Pinner High School that we continue to build together is one where colleagues are valued for the contributions they make to the lives of the young people we serve, and are recognised for the opportunities they provide for our students. Well over a thousand people have applied to work at the school since it was established, and I have exceptionally talented and hardworking colleagues. Continuing Professional Development is a key element of our motto 'Inspiring Learning' as we always strive to be the best we can. We achieved the Investors in People Health and Wellbeing Award in our first year of opening, and on our reaccreditation jumped an extra level to Gold status. New members of staff will share a commitment to a healthy work-life balance.

I am looking for colleagues who embody the Pinner High School Values in everything they do. The 'unfinished' Pinner High School is as exciting a workplace as you can imagine, at the most oversubscribed school in Harrow, in one of London's most brilliant boroughs. Opportunities like this need to be seized.

If Pinner High School sounds like it is right for you, complete the application form in full and submit a personal statement, of no more than two sides of A4. In your personal statement explain why you want to work with us and why you are the best person for the role. Applications must be emailed to careers@pinnerhighschool.org. Please include your name and the post you are applying for in the subject line of the email and in the file name with which you save your application.

I look forward to hearing from you.



Chris Woolf

Headteacher

Teacher of Business

Reports to: Head of Department
Start date: 1 September 2022
Salary: £29,915 (M1) - £45,766 (UP3)
Contract: Permanent; full time or part time
Closing date: Friday 28 January 2022 9.00am
Interview date: Thursday 3 February 2022

We encourage you to read our website carefully and familiarise yourself with our prospectus, this candidate information pack and the application form for the post.

Pinner High School opened in September 2016 with 150 Year 7 students. We will admit 180 Year 7 students each year; so having 900 Year 7 – Year 11 students. Our onsite sixth form, for up to 250 students, has just opened and admitted our first cohort of Year 12 students for 2021/22 with a full complement of year groups commencing in 2022/23. Alongside this, there are 12 additional places for students with Autistic Spectrum Disorder. Pinner High School is located on Beaulieu Drive, HA5 1NB.

Pinner High School is part of The Harrow Academies Trust, a multi-academy trust established by the seven secular high school academies within Harrow. Our high schools, together with Whitmore High School (which is a community school maintained by Harrow Council), have a strong track record of collaboration, including establishing Sixth Forms, the age-of-transfer that saw Year 7 join high school (instead of middle school), academy conversion in 2011, and establishing The Jubilee Academy (an alternative provision free school) in 2013.

The Harrow Academies Trust also includes Harrow View Primary School, which is a primary school that will be constructed as part of the major housing / regeneration project in Harrow on the site of the current Kodak site.

The following job description is not necessarily exhaustive; it will be reviewed as appropriate and may be subject to modification or amendment at any time after consultation with the post holder.

While this post is expected to be based predominantly at Pinner High School it may involve work with, and at all schools within, the Trust as the Trust develops.

INTRODUCTION

At the heart of a successful school is the provision of high quality teaching and learning, the effective use of resources, improving standards of achievement for all pupils and the promotion of pupils' personal development and well-being. All colleagues play a key part in this provision by a commitment to the school's ethos, by working effectively in administrative teams for the benefit of our students. In this way, s/he assists the school in reaching its targets and objectives.

Recruitment and hiring during COVID-19:

Despite the challenges we face, recruitment and hiring will continue for all Harrow Academies Trust vacancies with as little disruption as possible over the coming weeks and months. This is for all senior, teaching and support staff appointments. Applications will still be reviewed and interviews conducted in a timely manner, although interview activities may vary. We will still conduct face to face interviews where possible, and will abide by social distancing protocols such as no hand-shaking, using large meeting rooms, etc. Candidates will be given the option to interview via online video if you cannot attend in person - this can be discussed if your application is shortlisted.

If you have any queries or concerns, please get in touch via careers@pinnerhighschool.org

JOB DESCRIPTION:

CORE PURPOSE

To teach pupils across the full age and ability range present in the school in order to ensure the highest possible standards of pupil achievement, personal development and well-being, and bring life to the school motto of 'Inspiring Learning'.

KEY RESPONSIBILITIES

Teaching and Learning:

- To effectively teach National and School Curricula within the school's Teaching and Learning Policy;
- To engage teaching methods which bring life to the motto 'Inspiring Learning';
- To provide a calm, friendly, and disciplined teaching environment with positive relationships;
- To provide a stimulating learning environment of high expectation and constant challenge;
- To plan interesting and creative lessons and activities to meet the individual needs of all students;
- To consistently integrate AFL strategies across all platforms;
- To set appropriate homework in line with school policy;
- To make effective and efficient use of Teaching Assistants and class resources to drive the individual learning experience;
- To know and support the personal development of each student with a firm understanding of complex learning needs and the importance of raising achievement among pupils;
- To make effective and efficient use of data systems and SIMS to record pupil progress, behaviour and attainment;
- To mark work, assess, record, track and report pupil progress, using available data;
- To consistently and effectively monitor the progress of students and give clear and constructive written and oral feedback working in partnership with parents;
- To set high expectations for students' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and positive, productive relationships;
- To prioritise student wellbeing working collaboratively with all stakeholders;
- To be a role model consistently demonstrating the school values;
- To enthusiastically participate in the enrichment opportunities of the 'Heads Challenge' programme;

- Develop effective links with the local community in order to extend subject activities, enhance teaching and develop the students' wider understanding;

Developing self and working with others:

- To work collaboratively with peers to communicate, share best practice with and debate in the best interests of both staff and students;
- To work collaboratively with Inclusion and support teams to further pupil attainment and support;
- To work collaboratively with parents/guardians to involve them in their child's learning as well as providing information about curriculum, attainment, progress and targets;
- To contribute and develop schemes of work, resources, teaching and learning strategies;
- To contribute to the development of a range of assessment activities to track student progress;
- To contribute to team review, monitoring and evaluation and the development of working practices;
- To participate, as required, in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school;
- To participate in working groups and ad hoc projects as required;
- To participate in other professional development activities, seek and attend relevant training.

Other Duties and Responsibilities:

- To be committed to, and promote, the school's vision, aims, objectives and values;
- To be responsible for promoting and safeguarding the welfare of all students;
- To promote positive behaviour and respond appropriately to situations that challenge equality of opportunity;
- To work co-operatively and support the Academy's Professional Review system;
- To undertake any other duty as specified by the School Teachers' Pay and conditions Document not mentioned in the above;
- To comply with any reasonable request from a leader/manager to undertake work of a similar level that is not specified in the job description;
- To have due regard for issues of Health and Safety relating to staff, students and visitors;
- To attend meetings, open evenings and school events as necessary;
- To perform administrative tasks as required.

NOTES

The job description is current at the date shown, but in consultation with you, may be changed by the Headteacher to meet changing regulations or circumstances. These would be commensurate with the grade and title of the post.

All postholders are expected to be aware of and comply with policies and procedures relating to health and safety and security, confidentiality and data protection, reporting all concerns to the Headteacher and/or Line Manager as appropriate; ensure compliance with your responsibilities as laid out in the Pinner High School Equal Opportunity Policy and take an active role in promoting equality and diversity; promote the school's policy on behaviour and punctuality for learning, and a commitment to providing a caring and stimulating environment and improving standards for all pupils within the school.

The postholder may be asked by the Board of Trustees, Local Governing Body or Headteacher to undertake other duties that are reasonably regarded as falling within the duties and responsibilities of the post.

All staff employed by the Trust are required to be fully aware of and understand the duties and responsibilities arising from the Children's Act and associated Government guidance in relation to child protection and safeguarding young people.

All staff employed by the Trust are required to reflect and model the ethos and values of the Trust. All staff employed by the Trust are required to respect the confidentiality of information relating to students, their families, and staff.

Pinner High School and Harrow Academies Trust are committed to safeguarding and promoting the welfare of students. Successful applicants will be required to undergo an enhanced Disclosure and Barring Service (DBS) check.

Reasons to work at Pinner High School:

- A friendly, respectful and collaborative environment.
- The opportunity to work with a number of skilled professionals.
- The opportunity to contribute to extra-curricular activities as part of the 'Heads Challenge' scheme; our own Duke of Edinburgh style award.
- The opportunity to work with independent, resilient pupils who take pride in their community and themselves.
- Excellent CPD opportunities including schools within the Trust across the Borough.
- A collaborative approach to building a new school community.

Benefits:

- Continuous professional development;
- Employee Assistant Programme;
- Contributory pension scheme;
- Paid lunch break duty with free lunch whilst on duty;
- Subsidised meals;
- Free tea and coffee;
- Onsite parking
- Gym access;
- Brand new facilities;
- Free eye care voucher;
- Salary sacrifice scheme for Cycle to work.

Application process:

If Pinner High School sounds like it is right for you:

- Download the application (<https://www.pinnerhighschool.org/news/?pid=0&nid=5>), complete and email to: careers@pinnerhighschool.org
- Submit a personal statement explaining why you want to work with us and why you are the best person for the role.
- CVs strictly not accepted.

For more information about our safeguarding policies, please visit our school website:

<http://www.pinnerhighschool.org/page/?title=Safeguarding&pid=44>

Pinner High School and Harrow Academies Trust are committed to safeguarding and promoting the welfare of students. All offer of appointment are subject to an enhanced Disclosure and Barring Service (DBS) check.

If you have any questions or queries, please contact careers@pinnerhighschool.org or call 020 3096 0769

The school reserves the right to appoint at any stage of the recruitment process; early applications are encouraged.

PERSON SPECIFICATION

| Education, Qualifications and Training | Essential | How Identified |
|---|-----------|-----------------------|
| Good honours degree in relevant subject | Yes | Application |
| Qualified Teacher status | Yes | Application |
| Ability to teach an additional subject | Desirable | Application Interview |
| Experience | Essential | How Identified |
| Evidence of teaching KS3 and KS4 across the ability range | Yes | Application Interview |
| Experience of curriculum innovation and development. | Yes | Application Interview |
| Experience and understanding of a range of approaches to teaching and learning and of sustained raising of achievement. | Yes | Application Interview |
| Experience of developing teaching and learning strategies to meet the needs of all students and their continuous improvement. | Yes | Application Interview |
| Experienced with concept of independent learning and personalised learning. | Yes | Interview |
| Experienced in the use of data to monitor and raise achievement. | Yes | Application Interview |
| A record of outstanding teaching across the age and ability range. | Yes | Application Interview |
| Knowledge, Skills and Abilities | Essential | How Identified |
| Demonstrates 'excellence' and uses initiative and creativity to innovate. | Yes | Interview |
| Demonstrates a clear understanding of school self-evaluation and how this can impact upon raising standards of achievement. | Yes | Reference Interview |
| Demonstrates outstanding leadership skills. | Yes | Application Interview |

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|---|------------------|-----------------------|
| Evidence of high level team building and team management skills to lead, motivate and inspire staff and the full range of students. | Yes | Application Interview |
| Good judgement in decision making, knowing when to delegate and consult senior staff. | Yes | Application Interview |
| Ability to think and plan strategically to implement a vision. | Yes | Application Interview |
| Ability to make significant contribution to whole school initiatives and developments | Yes | Reference Interview |
| Ability to use comparative data to make judgements and decisions. | Yes | Application Interview |
| Competent in use of ICT to enhance learning, monitor progress and improve administration. | Yes | Application Interview |
| Personal Qualities | Essential | How Identified |
| Personal integrity and the ability to inspire it in others. | Yes | Reference Interview |
| Ability to communicate effectively orally and in writing with students and adults, using negotiation and consultation. | Yes | Reference Interview |
| Commitment to working practices designed to create equal opportunities for all. | Yes | Interview |
| Commitment to their own personal development and that of other staff within the department. | Yes | Reference Interview |
| The commitment necessary to meet tight deadlines. | Yes | Reference Interview |

Jan 2022