HORBURY ACADEMY

# RECRUITMENT PACK

Horbury Academy

A MEMBER OF Accord MULTI ACADEMY TRUST

# DEAR APPLICANT

Thank you for your interest in Horbury Academy. We hope that the information contained within this pack will help you decide if you have the right qualities, skills and experience to apply for our vacancy.

I have enormous pleasure in inviting you to consider joining Horbury Academy and join a team of staff committed to the pursuit of excellence.

We are keen to appoint individuals who have vision and creativity but above all else an unrelenting commitment to high expectations and inclusivity.

We believe that outstanding staff, not only teaching staff but support staff as well, are the key to our success. We see all staff, as key members of our team. We are looking to appoint someone who recognises the importance of their contribution to our learning community.

We understand that partnership and collaboration is an important aspect to the on-going development of schools and academies and with this in mind, we work alongside Ossett Academy & Accord Sixth Form, Horbury Primary Academy and Middlestown Primary Academy as part of the Accord Multi Academy Trust. We feel this is both exciting and enriching for the Academy and all staff and pupils.

The vision of our partnership is that the Accord Multi Academy Trust will enhance both our practice and knowledge of learning across primary and secondary education, whilst also providing access for pupils and staff to an even better range of opportunities in order to achieve excellence.

Horbury is a happy Academy and we are keen to appoint like minded individuals who have a positive outlook, a “can do” attitude to all aspects of their role; and colleagues who enrich the lives of learners and ensure they are always at the centre of their thinking.

I am extremely proud to lead Horbury Academy and to work alongside such a talented body of students and staff, who are fully committed to working as a team. If you feel that you have the vision, drive and energy to support and contribute to the Academy’s further continued improvement, then we would be delighted to hear from you.

Your sincerely,



**Nicola Walker**
Principal

# ABOUT THE TRUST

The Accord Multi Academy Trust is an educational charity established in September 2016 that is currently made up of four academies who were the founding members of the Trust. In September 2016 Horbury Academy and Ossett Academy & Sixth Form College came together, moving away from their stand-alone Trust status and were joined in December 2016 by Horbury Primary Academy and Middlestown Primary Academy.



The overarching vision for the Trust is to work in one

*'Accord – celebrating the differences of each academy through strong collaboration in order to inspire all members of our learning community to be the best that they can be.'*

Our academies work on the following key principles:



Ambitious for our young people and staff;



Creating a positive climate and an ethos for learning and success;



Collaborative to secure the best possible learning experiences for young people and staff;



Opening doors for parents, carers and the community and being fully inclusive;



Resilient in order to develop in young people and staff a mind-set for success;



Dynamic and reflective learning communities

Our vision and key principles are underpinned by the highest expectations on what every child can achieve regardless of their context or starting point.

Having consolidated our position as a Multi Academy Trust, we are now at a point where we are looking to build on our existing central structures to sustain our improvement to date, but also to ensure that we have the strong educational capacity necessary to welcome more academies to join the Trust. This particular post is therefore a very important feature of our planned growth and development and aspiration to provide a world class education for all young people within our community.



# WHY WORK FOR THE TRUST?

The Accord Multi Academy Trust is a Wakefield based Trust; all four academies in the Trust are closely located to one another which lends itself to many opportunities to work closely and collaboratively. All academies are within a three mile radius of one another and can be found a short drive off junction 40 of the M1.

At Accord we are committed to providing world class education for all young people within our community and as such we recognise the pivotal role that our staff play in this respect.

The Trust places at the heart of its development a commitment to high quality professional development for all staff who join the Trust. We understand that by investing in our staff we will create an organisation with a shared vision and values that will transform education for young people.

The Trust is strongly committed to fostering a positive and healthy working environment with wellbeing and workload management at the forefront of all decision making.

Across the Trust there are a number of opportunities for staff to come together outside of their normal working day in a social or other activity capacity. The Trust and individual academies organise regular staff social events, craft workshops, sporting groups currently include a running club and weekly staff football matches.



“Joining Accord this academic year has given me a great opportunity to advance my career in a direction I am truly passionate about. Leaders are given the freedom to innovate and trusted to make decisions that will have a positive impact on pupils. I am certain joining Accord was the right choice for me and my career.”

**Dan**
Director of Mathematics

“Working for Accord provides opportunities to work closely with the wider Trust to develop your skills and knowledge and build positive working relationships. I was a School Business Manager at Middlestown Primary when the school joined the Trust in 2016; the support and development opportunities available to me since then have enabled me to progress to a managerial role in the central team alongside completing professional qualifications.”

**Jules**
Finance Manager



## As a Trust we are committed to provide the following benefits for employees:

- An opportunity to collaborate with colleagues across our academies, within the central Trust teams, and where appropriate with other schools or Multi Academy Trust's on a local or regional basis.
- Formal opportunities arising from collaboration provide:
    - Structured and informal opportunities to share best practice that affords colleagues the opportunity to develop their own skills;
    - Efficiencies of scale and a joint up approach to working and developing initiatives, agendas and changes to practise.
    - Opportunities to lead on developments as a stepping stone to further career opportunities.
    - The opportunity to work in a forward thinking and fast paced environment alongside a range of professionals with a proven track record of success in transforming education for young people.
    - A specific career stage pathway of professional development with a commitment to support engagement in nationally recognised professional qualifications (NPQ's).
- The Trust maintains nationally agreed terms and conditions in relation to pay and conditions for teaching and associate staff, and continues to subscribe to local holiday patterns within the Wakefield local authority district.
- All employees have the opportunity to access a pension scheme.
- All employees have access to discounted rates for self and family members for a range of local and national companies and services, reviewed annually.
- Access to a biannual C2W scheme.
- All employees have access to the Fitness Suite at one of the academies in the Trust free of charge.



# WHY WORK AT HORBURY ACADEMY?

- Horbury Academy is a mixed, 11-16 academy, situated on the outskirts of Wakefield.
- We are immensely proud of our academy, staff and students and strongly believe that all students are entitled to experience the full breadth of education; reflected through our curriculum model that encourages learners to study a broad range of subjects.
- From securing academic success to securing success in extra-curricular activity, our staff are fully committed to ensuring that all pupils make the most of their time at Horbury Academy.
- Alongside our extensive curricular and extra-curricular offer, we provide excellent pastoral care for our students; tailored to their individual needs.
- We work in partnership with parents and carers to ensure that our pupils feel fully supported during their time at the academy, allowing them to achieve their very best.
- Visitors frequently comment on our calm, supportive and friendly atmosphere.
- Our environment and academy building is purpose built, under one roof, allowing for a unique community and supportive feel.
- The Academy has very strong links with the local community in Horbury.
- Our facilities are used during the Academy day and outside of Academy hours by a wide range of community partners including Horbury Churches Together, Horbury Brownies and Guides, Horbury Spice Dancers, Ossett Town Juniors, Pageant Players, Phoenix Netball and Horbury & Ossett Music Centre to name but a few.



“Twenty years ago I joined Horbury School as a Special Needs Assistant. Five years later I was celebrating becoming a qualified Maths Teacher having completed a degree and my teacher training. Thank you will never be enough for the opportunities, support and encouragement I have experienced over the years. The rewards from my career at Horbury have been a huge sense of pride and achievement knowing I have made a difference to so many young people’s lives. ”

**Diane**
Teacher of Mathematics





“I started working at Horbury Academy in the school's busy kitchen. An opportunity arose for the Science Technician role which I applied for and was successful! Working in the science department has given me many new skills as well as receiving first class training from experienced staff. I continue every day to develop and grow thanks to the Academy.”

**Jayne**
Science Technician

ADVERT

# TEACHER OF ENGLISH

MPR/UPR
Full Time, Permanent
To Start September 2023

Horbury Academy are seeking to appoint an inspiring and dedicated Teacher of English. The English department at the Academy are an outstanding team of professionals who are passionate about inspiring a love of literature and language. The successful applicant will be enthusiastic and innovative, with demonstrable resilience, vision and energy.

We are looking for someone who will enthuse, engage, motivate and challenge students to raise achievement. If you have the vision and skills to deliver inspirational teaching whilst having the focus and drive to ensure successful outcomes are reached then we'd love to hear from you.

We value challenge and active participation. As such, you will relentlessly pursue instilling an interest in your subject amongst all pupils. You will be innovative, with demonstrable resilience, vision and energy.

Applications are welcomed from teachers across the experience range: we offer an extensive programme or academy and Trust CPD, to help you grow and develop as an excellent practitioner – whether ECT or more experienced. If you have the vision and skills to deliver inspirational teaching whilst having the focus and drive to ensure successful outcomes are reached, we'd love to hear from you.

Across the Trust the English departments are staffed by dedicated and forward-thinking teams of specialist teachers; the teams provide additional support and intervention where necessary. Our vision is to motivate, enthuse and inspire all learners so that they have a curiosity and interest in English and are active participants in their learning. Through our curriculum, we aim to foster and encourage a lasting enjoyment and enthusiasm for English, enabling every student to achieve his or her potential.

For an informal discussion about this position please contact hr@accordmat.org or call on 01924 282748.



## ACCORD MULTI ACADEMY TRUST

The Accord Multi Academy Trust was established in September 2016 and is currently made up of four academies who were the founding members of the Trust. The Trust is committed to providing world class education for all our young people within our community and as such we recognise the pivotal role that our staff team have in this respect. The Trust places at the heart of its development a commitment to high quality professional development for all staff who join the Trust. We understand that by investing in our staff we will create an organisation with a shared vision and values that will transform education for young people.

We are confident that new staff joining our Trust will feel welcomed and happy to have chosen us. We encourage prospective applicants to visit prior to applying. We offer a supportive work environment with a dedicated and approachable central operational team and an educational strategy group who will work with you in order for you to reach your career goals and aspirations.

For an informal discussion about this position please contact hr@accordmat.org or call on 01924 282748.

Closing Date: Friday 24 February 2023 at 9.00am

Interviews likely to be held: week commencing Monday 27 February 2023

Application forms are available from accordmat.org/vacancies/

Completed application forms to be returned to hr@accordmat.org.

Based on the quality and quantity of applications received, Accord Multi Academy Trust reserves the right to interview sooner than the specified dates above. Applicants will be notified of this where possible. Therefore, early applications are encouraged.

We are committed to providing a culture of inclusion, respect and equity of opportunity that attracts, supports, and retains high quality colleagues from all backgrounds and across all job roles at the Trust. We welcome and encourage applications from, but not limited to Black, Asian, other ethnic minority groups, individuals who identify as LGBT+; and/or are registered with a disability. Candidates will always be shortlisted based on the content of application against the job description and essential criteria without access to the personal details information.

The Accord Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post is subject to an Enhanced DBS check.

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|---|---|
| **Job Title: SUBJECT TEACHER** | **Salary: MPR/UPR** |
| **Accountable To: Curriculum Team Leader / Head of Department** | **Location: Horbury Academy** |

**OVERALL PURPOSE OF THE JOB:**

Carry out the professional duties of a teacher in accordance with this job description, the Teachers Standards and the range of professional duties as set out in the School Teachers Pay & Conditions Document.

To deliver the national curriculum and raise attainment predominantly in your specialist subject(s) across the age and ability range of pupils and contribute to the curriculum and the development of the Academy.

Promote achievement of high standards through effective teaching and learning within your specialist subject(s) area, preparation, evaluation and action planning.

To undertake the role of form tutor, provide timely communications to pupils in form group and offer advice and guidance.

**RESPONSIBILITIES AND ACCOUNTABILITIES:**

**Teaching and Learning**

- Provision of effective teaching of class groups and individuals so that teaching objectives are met, challenging lessons are provided and effective use of teaching time is made;
- Ensure appropriate teaching methods are used to keep pupils engaged, using a variety of teaching and learning styles, clear presentation and excellent use of resources;
- Adapt teaching and learning methods as appropriate to individuals or groups of pupils to ensure all pupils progress in their learning and their needs are met;
- Keep up to date with developments in the curriculum area and education in general;
- Continue to develop teaching methods and lesson plans to ensure they enshrine best practice and encompass the needs of all pupils.

**Monitoring, Evaluation and Assessment**

- Ensure that individual pupil progress is regularly assessed, recorded, reported and used to inform future teaching;
- Monitor pupil progress through the use of performance and benchmarked data to ensure that high standards of learning are achieved and maintained;
- Mark and monitor pupils' class and homework providing constructive oral and written feedback, setting targets for pupils' progress to ensure that pupils know their current level of attainment and is expected in order to raise their level of attainment.

**Relationships with colleagues, parents/carers and wider community links**

• Maintain positive relationships with parents and carers;

• Liaise with Curriculum Leader/Head of Department and/or Pastoral Year Leader (PYL) as appropriate;

• Attend Parents Evenings to keep parents informed of progress and contribute to accurate pupil reports;

• Establish effective working relationships with colleagues and other professionals.

**Continuous Professional Development & Extra-Curricular Activities**

• Set personal targets and take responsibility for own continuous professional development;

• Contribute to the broader life of the Academy by supporting curricular and extra-curricular events and activities;

• Contribute to the promotion of the curriculum area within the Academy and wider community to encourage pupils' interest in your subject(s).

**Generic**

- To play a key role in ensuring all safeguarding and child protection procedures are adhered to;
- Actively seek professional learning opportunities;
- To develop and maintain a positive ethos at the Academy;
- To promote the aims of the Academy and the Accord MAT;
- To monitor and manage pupil behavior in line with Trust policy;
- To work collaboratively with the wider community including partner schools/academies within the Accord Multi Academy Trust, within the local pyramid and across the locality;
- To represent the Academy at external meetings as may be required;
- To maintain professional standards of conduct and appearance at all times providing an excellent role model for other colleagues and pupils.

**Other Specific Requirements**

- To undertake such other duties and responsibilities of an equivalent nature, as may be determined by the Principal from time to time, in consultation with the post-holder and in line with the School Teachers Pay & Conditions Document;
- To play a full part in the life of the Academy and community and encourage colleagues and pupil to follow this example;
- Adhere to all policies as set out by the Academy Education Committee (AEC) and the Trust;
- Foster positive and courteous relations with pupils, parents and colleagues;
- Be aware of and comply with policies and procedures relating to safeguarding, child protection, health, safety and security, confidentiality, reporting all concerns to an appropriate person.

***The aim of the Role Description is to indicate the general purpose and level of responsibility of the post. Duties may vary from time to time without changing the character of the post or general level of responsibility. This is an outline Role Description only and the post holder will be expected to undertake duties commensurate within the range and grade of the post or any lesser duties as directed by the Principal.***

| Requirements for the Job/Evidence<br><br>**The following section is the requirements for the job and lists the essential and desirable requirements needed in order to do the job. Applicants will be shortlisted solely on the extent to which they meet these requirements. Please note A = Application Form I = Interview/assessment process** | | | | |
|---|---|---|---|---|
| **Competency** | **Essential** | ***How Assessed** | **Desirable** | **How Assessed** |
| **Qualifications:** | • Degree in Relevant Subject<br>• QTS qualification | A/I | | |
| **Knowledge, Skills, Experience and Behaviours** | • Knowledge and commitment to safeguarding and promoting the general health, safety and welfare of young people.<br>• Knowledge of current education issues theory and practice.<br>• Up to date knowledge of specialist subject and curriculum.<br>• Excellent literacy and numeracy skills.<br>• Ability to apply a range of interpersonal skills adapting to suit specific audience.<br>• Demonstrate an innovative approach to teaching and learning.<br>• The ability to work as a member of a team.<br>• Demonstrable ICT skills and ability to analyse data.<br>• Ability to evaluate and improve the teaching practice of self and others.<br>• Ability to create innovative resources and new learning opportunities.<br>• Ability to manage behavior in the classroom and respond to challenging situations in a calm and professional manner.<br>• Willingness to take part in extra-curricular activities.<br>• Excellent time management skills and self-motivation.<br>• Evidence of effective teaching and learning in specialist subject and curriculum area within a secondary school.<br>• Evidence of raising standards for pupils of all abilities. | A/I | • Working in partnership with local schools and Academies and the wider community. | A/I |

The employment checks required of this post are:

- Evidence of entitlement to work in the UK;
- Evidence of essential qualifications;
- Two satisfactory references;
- Evidence of a satisfactory Enhanced DBS Disclosure;
- Confirmation of medical fitness for employment;
- Registration with appropriate bodies (where applicable).

**Date Completed: April 2021**

**Signature of Jobholder:** ……

**Date:** ……

**This is a description of the job as it exists at present; all Accord Multi Academy Trust Job Specifications are reviewed and are liable to variation as determined by the CEO/Principal in consultation with the post-holder in order to reflect future developments, roles and organisational change.**







Horbury Academy
Wakefield Road
Horbury
Wakefield
West Yorkshire
WF4 5HE

Email: enquiries@horbury.accordmat.org
Telephone: 01924 282740
horbury.accordmat.org