

SEVERN ACADEMIES

Educational Trust



Teacher of Maths

Application Guide

Application Closing Details

Closing Date: Friday 24 March 2023

Closing Time: 9:00 AM



Chief Executive Welcome



Dear Applicant

Thank you for your interest in Severn Academies Educational Trust. This pack is intended to give you a flavour of our vision and values, as well as information about the post of Teacher of Maths.

Our Trust was founded in 2016 and has grown to a trust of eight schools: two secondary and six primary schools within Wyre Forest, working for over three thousand children and their families from nursery provision all the way through to post 16 study. Our mission of 'growing brilliance' is underpinned by three core principles of personal growth, belonging to community and excellence for all; providing the nurturing conditions for children to grow, and developing into outstanding young people, who lead brilliant lives.

This is an exciting opportunity to join a Trust that is committed to harnessing talent and developing its people with a range of opportunities for further professional development.

The opportunity

We are looking for a motivated individual to work across Severn Academies Educational Trust delivering a high-quality and effective curriculum that is authentic, connected to our community and engages our students. The post holder will apply their knowledge and skills to promote the development and learning for all of our young people, which will support the delivery of the Trust's core aims.

The successful candidate will have a shared commitment to our values, working collaboratively to ensure their work underpins our priorities for school improvement.

If you would like to apply please complete the application form that can be found on our website and return it to recruitment@saet.co.uk by the closing date of Friday 24 March 2023. If you have any queries don't hesitate to contact the Trust HR team on 01562 542574.

We look forward to meeting you soon.



Chris King
Chief Executive



Our Pledge



Just as we have the ambitious aims of achieving the very best for the young people in our schools, we seek to provide the very best professional opportunities and environments for our excellent team of over four hundred professionals across the Trust.

At Severn Academies Education Trust, we recognise that people are creators of value in an organisation. Our staff work extremely hard for the benefit of the young people in our schools to enable the delivery of excellence and aspiration in every phase of provision and be considered an education provider, community partner and employer of choice.

Partnerships



As a partnership of schools, our Trust provides and shares skills, experience, talent and capacity to help and improve learning and achievement locally and across Herefordshire, Shropshire and Worcestershire.

Our School Centred Initial Teacher Training (SCITT) programme is the longest established school-based training provider in Worcestershire. Offering training and support to all partner schools, we believe that being part of a group makes us 'stronger together'.

Following ITT, many of our trainee teachers choose to remain within the Trust taking on opportunities to embark on their early career progression or support roles across our schools.

We are an employer of choice



In line with our priorities for school improvement our Trust wide staff development programme is driven by the core purpose of improving outcomes and life chances for our children, allowing us to deliver the highest quality education for all.

Recruiting and retaining the best professionals, harnessing talent as part of our leadership succession planning across the Trust creates conditions for our people to thrive.

Supportive structures help develop an ownership of the organisation's objectives, where staff are valued for their contribution.

We have an active staff voice through our Trust Staff Council. With representatives from all Trust schools, the group are able to facilitate collaboration between individual school councils, which helps shape and implement our people strategy.

Our people centred Trust HR services provide a consistent approach across our schools, with specialist professional health and wellbeing support through our employee assistance programme.

We provide nationally accredited and bespoke leadership training, support, research and development opportunities for school staff across the region and have a bank of nationally and regionally recognised experts that can act as a task force to help schools and individuals in need of support.

Job Description

Introduction

All classroom teachers both in the role of form tutor and subject specialist will contribute to the subject and pastoral teams in delivering policy which will ensure high quality and successful outcomes for Severn Academies Educational Trust.

As a professional in a learning community you will be expected to enhance the life of the school by actively developing high quality teaching and learning, contributing to the work of the teams of teaching, pastoral and support staff, being reflective in your own practice and effectiveness, sharing with and learning from the good work of others and constantly seeking ways to improve through innovation and research. You will be expected to contribute to the systems and structures of the school to ensure effective practice that underpins the culture of high aspiration and expectation for all students.

The school is committed to safeguarding and promoting the welfare of children and young people and as such expects all staff and volunteers to share this commitment.

Key Responsibilities

- To embody the values, vision and ethos of Baxter College/Stourport High School & VI Form College and Severn Academies Educational Trust.
- Assist the Principal(s) in delivering policy that will ensure high quality and successful outcomes for Baxter College/Stourport High School & VI Form College.
- Contributing to the continued delivery and development of the Trusts aims as outlined in our 'Pledge'.
- Modelling and promoting the Trust's wellbeing principles.
- Take responsibility for your ongoing personal development and growth of expertise.
- To contribute to the learning culture within the subject area and the school by identifying and sharing good practice.
- To contribute to the pastoral care of students and support their social and emotional development.
- To comply with the teaching and learning approaches adopted in the subject/pastoral area, as directed by the appropriate Leader.
- To adhere to data-record keeping systems across the school and use appropriate data to inform target setting for individual students.
- To make effective use of planning, preparation and assessment time (PPA) to thoroughly plan lessons in advance (to ensure maximum effectiveness in their delivery) and to both record outcomes and compare the performance of students with colleagues, as appropriate.
- To be responsible for the management of your classroom to provide a stimulating environment and thereby develop the learning of students in your lessons.
- To be aware of responsibilities towards behaviour management and respond accordingly, whenever required.

Job Description

Specific Duties

- To be a constant and consistent role model for our students in line with the school values and ethos.
- Monitoring progress of all students in relation to academic progress, through the detailed analysis of data for all year groups.
- To ensure class groups are equipped and ready to learn in line with school policy
- Plan all lessons in advance, differentiating the work set according to the ability range of the group
- Ensure work is marked and outcomes recorded appropriately with supportive/diagnostic comments
- To produce accurate reports on all students taught for the annual reporting to parent process, meeting deadlines and setting appropriate targets
- Provide the Curriculum Area Leader with evidence of planning and marking of student work as appropriate
- Promote student adherence to the school's code of conduct on student behaviour reinforcing this regularly with the classes you teach
- To undertake the duties of a Form Tutor to support the pastoral ethos of the school
- To adhere to the school's procedures to accurately register and codify attendance and absence and to complete class registers for every group taught
- To regularly monitor the attendance of the students in your tutor group making referrals as necessary through the appropriate Pastoral Leader
- To monitor student progress and identify, encourage and reward success
- Attend meetings as required.
- Support the effective use of Teaching Assistants assigned to work in your lessons with individual students or assisting in curriculum delivery
- Make effective use of non-contact time
- Contribute to the development of the subject area by sharing examples of good practice or by reporting back on any beneficial professional development received
- Work collaboratively with colleagues, both within and outside of your subject area, to improve teaching and learning throughout the school and the wider Trust
- Undertake other reasonable duties as required by the Curriculum Area Leader or Pastoral Leaders, as appropriate.

Job Description



General

- So far as reasonably practicable, the post-holder must promote safe working practices by employees in school premises / work areas to maintain a safe working environment for employees and service users. These are defined in SAET Health and Safety policy.
- Work in compliance with the Codes of Conduct, regulations and policies of the Trust and its commitment to equal opportunities.
- Ensure that output and quality of work is of a high standard and complies with current legislation / professional standards.

Safeguarding

The safety and well-being of our children are central to our ethos and we expect all staff and volunteers to share this commitment. Successful applicants will be required to provide references, undertake an enhanced check through the Disclosure and Barring Service, and comply with the Safeguarding Policy and child protection practices of our Trust.

Equalities

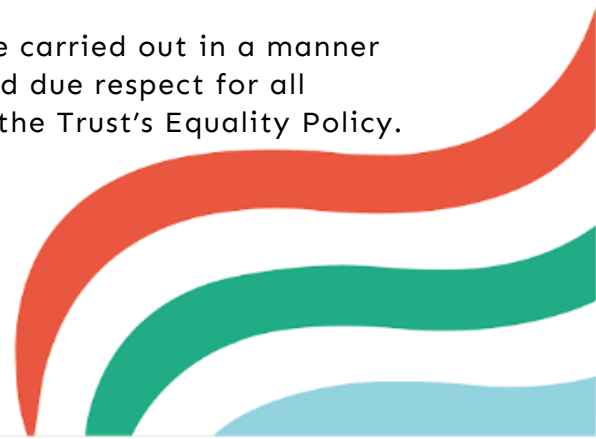
We have a strong commitment to achieving equality of opportunity in its academies and in the employment of people. The post will ensure that the Trust meets its statutory obligations in relation to all aspects of equalities legislation.

GDPR

Our GDPR privacy notices can be viewed on our website:
<https://saet.co.uk/key-infomation/saet-policies/>

The above responsibilities are subject to the general duties and responsibilities contained in the most recent statement of conditions of employment. These duties are given as a guideline only and are not exhaustive. Other tasks and activities commensurate with the scale of the post may be required under the direction of the Line Manager or Principal.

- The Trust reserves the right to alter the content of this Job Description after consultation to reflect changes to the job or services provided, without altering the general character or level of responsibility
- The duties described in this Job Description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the Trust's Equality Policy.



Person Specification

ATTRIBUTES	ESSENTIAL	DESIRABLE
Education/Training	<ul style="list-style-type: none"> Degree QTS (or working towards) Threshold standards met where eligible 	<ul style="list-style-type: none"> Relevant additional training/CPD
Relevant Experience	<ul style="list-style-type: none"> Effective and broad teaching experience up to KS4 Proven experience in raising levels of student retention and achievement Experience of working collaboratively with senior management, parents and carers Leading a pastoral group of students in a school. 	<ul style="list-style-type: none"> Experience in managing whole school issues Experience of international opportunities to enhance learning Ability to teach Key Stage 5
Relevant Knowledge/ Skills/Aptitude	<ul style="list-style-type: none"> Commitment to quality and improvement Current knowledge of strategies to improve teaching and learning Ability to inspire, motivate, lead and care for students Excellent communication skills and ability to relate to students, staff and parents The ability to use a range of tools and evidence including performance data to support, monitor and evaluate progress Commitment to Equal Opportunities 	<ul style="list-style-type: none"> The ability to create, recognise and exploit opportunities whenever they occur
Personal Qualities	<ul style="list-style-type: none"> Commitment to making a positive contribution to the wider life and ethos of the school, representing our values A passionate commitment to develop the best in young people. Ability to self-reflect. Shared responsibility for the improvement of Severn Academies Educational Trust. A desire to continuously improve with a personal commitment to CPD. Dedication to implementing policies relating to the safeguarding, safety and welfare of children. 	

Applicants must have the ability to support pupils/respond to parents through fluent and accurately spoken English.

NB. An enhanced DBS Disclosure is an essential requirement for this post.

Application Process



1

Section One: Personal Details

Please ensure that all details are completed including your date of birth and contact information.

2

Section Two: Education, Training & Qualifications

Please complete this section fully.

3

Section Three: Employment/Work Experience

Please ensure that this section is completed fully. If you have gaps in your employment history, please indicate the reasons for this.

4

Section Four: Supporting Statement

Please use this as an opportunity to show your suitability for this post, as outlined in the person specification.



Application Process

5

Section Five: References

Please provide two referees, their contact details and relationship to you. A telephone number and email address often makes contacting referees easier. At least one reference must be from your current or most recent employer, and we will ask about your suitability to work with children. Open references or testimonials will not be considered.

6

Section Six: Declaration

Please be aware that this post is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as spent, must be declared.

Please be aware that by signing the application form you are declaring that you are not on the Children's Barred List, disqualified from work with children or subject to sanctions imposed by a regulatory body and that you either have no convictions, cautions or bind-overs or that you have attached details of these. You are also aware that you will be subject to a DBS Disclosure appropriate to the level of the post, should you be successful.

Important Notice

Please also be aware that providing false information is an offence and could result in the application being rejected, or summary dismissal if you are appointed on the strength of this, with possible referral to the police.

Where to send completed applications

Completed applications should be returned to recruitment@saet.co.uk

SEVERN ACADEMIES

Educational Trust

**If you would like to know more
about working with us please
get in touch**



01562 542574



saet.co.uk



Severn Academies Educational
Trust, Wyre Forest House,
Kidderminster, Worcestershire,
DY11 7WF

