

The Deanery CE Academy  
Recruitment Pack  
September 2023



Values in Practice Teacher

The Deanery CE Academy  
Peglars Way  
Wichelstowe  
Swindon  
SN1 7DA

Tel: 01793 23 66 11

Dear Colleague,

**Post: Values in Practice Teacher**

Thank you for your interest in this post at The Deanery CE Academy.

This is an exciting and unique opportunity to join a free school on its journey, as it moves into its fifth year.

High standards are central to our vision, whether in student behaviour, quality of teaching, aspiration or achievement. We will broaden our students' horizons and help them find and develop their individual talent through a rich variety of cultural experiences and an exciting and challenging enrichment programme. Above all, The Deanery CE Academy will show our students and their families that we care, and that we believe that every student in our school has the right to leave with the skills, qualifications and values to become confident, successful and positive contributors to a future they will have the power and responsibility to shape.

The cornerstones of our vision are:

- To explore, develop and deepen the engagement of students with their own personal faith in order that they may have life in all its fullness;
- To inspire a life-long love of learning, independent thought and the courage to think and act differently;
- For each student to receive a truly personalised learning experience, enabling them to achieve their highest academic potential, and to have the confidence to follow their aspirations;
- To develop a strong sense of responsibility to the community and to improve the quality of the local environment for its residents;
- To provide excellent pastoral care, by supporting every student in their learning with skilled mentoring to develop the best understanding of students' strengths passions and purpose.

Our Christian ethos is at the centre of our distinctiveness and success. We believe that daily worship helps us get our priorities right; weekly tutor worship is compulsory and to begin with staff lead this; weekly assemblies tend to be traditional with singing and prayers. The role of the tutor will be key, and teachers are expected to be tutors and contribute to the 'family' atmosphere of the academy.

This is an amazing time to join the academy and be part of the most privileged and exciting journey. If you are looking for a blend of established good practice, a supportive environment, effective team-building opportunities and interesting new challenges then please do consider applying. This will prove to be an ideal post for a proactive, intelligent, hardworking team player with a passion to ensure that education of

the highest standard can help all students become fully alive and flourish as individuals. The role will provide plenty of opportunities for personal development and responsibility and could be an ideal step towards further leadership opportunities.

The closing date for receipt of application forms is as advertised. When providing details of your referees you must include their e-mail address – we usually call for references to aid our shortlisting process, so please make sure they are aware of this. We will be reviewing all applications as they are received so please don't delay in sending your applications to us.

We will inform you in good time if you have been selected for interview. If you have not heard from us 1 month after the closing date, please assume that your application has been unsuccessful on this occasion. Due to the large number of applications we have received for our posts we are unable to provide feedback on unsuccessful applications.

We look forward to receiving your application.

Job Description	
Job Title	Values in Practice Teacher
Responsible to	Associate Assistant Headteacher
Department	Humanities

### **Purpose of Job and Primary Objectives:**

Values in Practice (VIP) is a well-established and integral part of The Deanery CE Academy's curriculum. The aims of VIP are to allow pupils the opportunity to express their personal opinions and feelings, whilst encouraging them to listen to and respect the opinions and feelings of others.

The study of VIP promotes the general progress and wellbeing of individual pupils and the community of pupils and reflects the value and ethos of the WTLC Campus. VIP is currently taught throughout the secondary school (Years 7-11) through dedicated timetabled lessons and tutor time activities. VIP is also delivered through learning in other relevant subjects which complements the programme. The successful candidate will be committed to high academic standards, they will need to be confident in delivering a range of sensitive topics in an age appropriate manner and to have a full appreciation of the importance of Personal, Social, Health and Economic Education.

A particular focus of the role will be on the delivery of high quality lessons but also there is a need to work collaboratively with the Head of Department to develop the scheme of work to ensure that it is relevant, engaging and reflective of the needs of the pupils.

### **Specific Responsibilities :**

- Ensure the delivery of high-quality teaching across the age ranges (Year 7-11).
- Work with the Head of department to create and continually update schemes of work for pupils.
- Create appropriate lesson materials and share these with all members of the department.
- Work closely with the Tutors to respond to the range of needs of learners.
- To undertake training opportunities as required to ensure continual professional development.
- Work with the Head of department to ensure that the PSHE programme at The Deanery CE Academy meets all statutory requirements.
- Attend Humanities departmental meetings.

## **Deanery CE Academy - Teacher Main Pay Range Job Description**

*This academy is committed to safeguarding and promoting the welfare of children and young people and requires all staff to share this commitment.*

As a Main Pay Range Teacher you are required to be competent in all elements of the Teacher Standards, to discharge the Teachers Responsibilities as set out in the Contractual Framework for Teachers of the School Teachers Pay and Conditions Document and to act in accordance with the Academy's ethos, policies and practices, under the direction of the Headteacher.

### **1. Teaching**

- Plan and teach lessons and sequences of lessons to the class(es) you are assigned to teach within the context of the Academy's plans, curriculum and schemes of work in order to achieve target levels of pupil attainment, progress and outcomes.
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils.
- Set and mark work to be carried out by the pupil in school and elsewhere.
- Participate in arrangements for preparing pupils for external examinations.
- To lead in supporting the development of staff expertise in the teaching and assessment of Literacy through the Professional Learning Programme and other forums, including bespoke support for departments.
- To work alongside the school's SENCO in developing Literacy intervention which significantly improves learning outcomes for targeted students.
- To support students' development of Literacy through working with parents, providing information evenings, workshops and updating information on the school's website.

### **2. Whole school organisation, strategy and development**

- Contribute to the development, implementation and evaluation of the Academy's policies, practices and procedures in such a way as to support the Academy's values and vision.
- Work with others on curriculum and/or pupil development to secure coordinated outcomes.
- Supervise and so far as practicable teach any pupils where the person timetabled to take the class is not available to do so. (You will only rarely be required to provide such cover in circumstances that are not foreseeable).
- Ensure all students make at least expected progress, whatever their starting point.
- Ensure that there is a shared understanding of what constitutes outstanding teaching and learning in the Department.
- Strive continually to improve the quality of teaching and learning in the department.
- Design and implement assessment frameworks which generate accurate data to inform intervention.

- Be a role model of outstanding teaching in the Faculty.
- Observe, mentor and provide guidance to teachers in the Faculty.
- Be a role model of outstanding leadership by taking the initiative, demonstrating a growth mind-set and by adopting a rigorous approach to all aspects of the work of the Department.
- Contribute to a Department Development Plan (DDP), which identifies clear targets, time scales and success criteria for improvement in response to thorough self-evaluation of aspects of the work of the Department.
- Produce and analyse progress and attainment data for each identified cohort of students, including disadvantaged and the most able students, to make data-driven changes to curriculum design and student intervention.
- Work with the Head of Faculty to develop and lead intervention and support strategies which take into account individual need and focus on developing the skills and academic progression of individual students.
- Act as a line manager for identified staff, ensuring that those staff are prepared for their appraisal and that recommendations are made to the performance reviewer based on the evaluation of a range of performance information and evidence.
- Support the Head of Faculty to ensure the Department is prepared for any form of external scrutiny through the collation of appropriate evidence and analysis of the performance of the Department.
- Contribute to department meetings which engage departmental staff in the sharing and development of outstanding practice.
- Ensure that provision takes account of the progress students make at Key Stage 2, through a detailed understanding of students' transition needs and through the development of meaningful links with Key Stage 2 practitioners.
- Create and sustain a positive culture through effective and regular communication with members of the team, which ensures that colleagues are supported and professionally developed.

### **3. Health, safety and discipline**

- Promote the safety and well-being of pupils in accordance with the Academy's Child Protection and other relevant policies.
- Maintain good order and discipline among pupils in accordance with the Academy's behaviour policy.

### **4. Management of staff and resources**

- Direct and supervise support staff assigned to you and, where appropriate, other teachers.

- Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff.
- Deploy resources delegated to you in accordance with Academy policies.

## **5. Professional development**

- Participate in arrangements for the appraisal and review of your own performance and, where appropriate, that of other teachers and support staff.
- Participate in arrangements for your own further training and professional development and, where appropriate, that of other teachers and support staff including induction.

## **6. Communication**

- ☐ Communicate with pupils, parents and carers in accordance with the Academy ethos, policies and practice.

## **7. Working with colleagues and other relevant professionals**

- ☐ Collaborate and work with colleagues and other relevant professionals within and beyond the Academy.
- ☐ Participating in administrative and organisational tasks, including the direction or supervision of persons providing support for the teachers in the Academy, which require the exercise of your professional skills and judgment.

## **8. Fulfil wider professional responsibilities**

- ☐ Make a positive contribution to the wider life and ethos of the Academy.
- ☐ Promote and lead extra-curricular activities in line with the traditions and expectations of the academy within the context of a life work balance.
- ☐ Taking appropriate responsibility for one's own health, safety and welfare and the health and safety of pupils, visitors and work colleagues in accordance with the requirements of legislation and locally-adopted policies; including taking responsibility for raising concerns with an appropriate manager.

## **9. Other Specific Duties**

- Undertake the role of Tutor.
- Share in supervisory duties according to the academy's published rotas.
- Keep up to date with school information e.g. the weekly bulletin, staff handbook and to clear your pigeon hole daily.
- Participate in any arrangements within an agreed national framework for the appraisal of your performance and that of other teachers.
- Continue personal development as agreed.
- Engage actively in the appraisal process.

- Employees will be expected to comply with any reasonable request from a line manager to undertake work of a similar level that is not specified in this job description.
- Employees are expected to be courteous to colleagues and to provide a welcoming environment to visitors and telephone callers.
- The academy will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.
- Undertake any other duty as specified by STPCD not mentioned in the above.

**For all staff** - You have specific responsibilities under Health and Safety / Safeguarding legislation to ensure that you:

- Take reasonable care for your own health and safety, and that of others affected by what you do, or do not do.
- Cooperate on all issues involving health and safety.
- Use work items provided for you correctly, in accordance with training and instructions.
- Do not interfere with or misuse anything provided for your health, safety or welfare.
- Report any health and safety concerns to your line manager as soon as practicable.
- Report any safeguarding concerns to a senior member of staff.
- Attend safeguarding training as requested.

This job description is current at the date shown, but, in consultation with you, may be changed by the Head of School to reflect or anticipate changes in job commensurate with the grade or job title.



## Personal Specification

Please ensure that you read the person specification carefully as this will be used to assess candidates as part of the shortlist and interview process.

E	Essential to carry out role to minimum
D	Desirable but not essential to carry out the role

	Essential	Desirable
<b>Qualifications:</b>		
Qualified Teacher	√	
Degree	√	
PSHE Specific Qualification		√
Knowledge of working with children with emotional and behavioural difficulties / special education needs	√	
The ability and willingness to teach across a wide age range	√	
An additional qualification in a relevant specialism eg SEN		√
<b>Skills / Abilities:</b>		
Understanding of good practice in teaching	√	
An ability to confidently teach sensitive RSE topic content	√	
The ability to maintain consistent behavioural boundaries	√	
The ability to inspire, inform and challenge students	√	
Excellent time management and organisation	√	
The ability to work as part of a team	√	
The ability and confidence to take responsibility for planning and delivery of appropriate curriculum and intervention	√	
Ability to articulate a sound educational philosophy consistent with the academy aims	√	
Enthusiasm for learning	√	
Empathy with young people	√	
The ability to draw up Individual Learning Plans for pupils which include both academic and behavioural targets		√
Confidence in addressing large groups of students and/or staff		√
The ability to use Information Technology effectively		√
Ability to teach other subjects		√
<b>Experience:</b>		
Teaching experience of PSHE at KS3, 4 or 5 level	√	

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Evidence of work which has led to positive outcomes for students	√	
Knowledge of working with children with emotional and behavioural difficulties / special educational needs		√
Successful classroom practice at secondary school	√	
A proven track record in restorative practices		√
Experience of implementing intervention programs for numeracy and literacy		√
Evidence of attending CPD courses to widen knowledge and understanding		√
Experience of preparation of schemes of work and curriculum plans		√
<b>Personal Qualities:</b>		
Positive and progressive attitude to challenging inappropriate behaviours	√	
Zero tolerance for sexual harassment & assault	√	
Ability and willingness to work with a wide range of people and build positive and appropriate relationships with young people	√	
The ability to motivate young people who may have previous negative educational experiences and act with integrity	√	
High standards and expectation	√	
The ability to remain calm in stressful situations	√	
Smart professional appearance	√	
Positive personality and outlook	√	
Excellent interpersonal skills	√	
Flexibility, resilience and a sense of humour	√	
Must be a good role model for students	√	
Must be adaptable and willing to accept guidance and support	√	
Maintain and update your own knowledge and skills in line with legislation and the needs of the role.	√	
<b>Special Factors:</b>		
Uphold our core values	√	
Support the campus in embedding our values and desired behaviours in order to promote a positive, respectful, compassionate, and inclusive culture and working environment	√	
Ensure that an up to date knowledge of Health and Safety legislation as applicable to the role is maintained and that the academy's Health and Safety policies and procedures are fully implemented and adhered to as applicable, particularly with		√

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regard to the recruitment and retention of staff.		
Maintain an up to date knowledge of Safeguarding legislation, and the academy's safeguarding policies and procedures, in particular with regard to the recruitment and retention of staff.		√
Maintain an up to date knowledge of Equality and Diversity legislation and the organisation's Equality and Diversity policies and procedures, in particular with regard to the recruitment and retention of staff.		√

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