

KENTON SCHOOLS
ACADEMY TRUST



Appointment of Head of Faculty of Technology

M/UPR £25,714 to £41,604 pa plus
TLR1a £10,202 pa, plus £5,000 recruitment and
retention allowance, Full Time, Permanent,
Required for September 2022
Closing Date: 21 May 2022

Candidate Information Pack



Drayton Road, Newcastle upon Tyne, NE3 3RU. Tel: 0191 214 2200

Letter from the Principal

Dear Applicant

Thank you for your interest in the above post. Kenton School is a vibrant and inclusive secondary school at the heart of the community in which we serve. With just 1800 students, we are amongst the largest schools in the North East. At Kenton are clear about our vision; Students are at the centre of everything we do. Through collaboration, every aspect of our work is of high quality. Our academies deliver an ambitious and inclusive curriculum that enables all students to excel academically and socially.

As Head of Faculty of Technology, you would be responsible for leading a team of 8 teachers and 2 part time technicians. Our Technology curriculum starts with KS2 tasks that we deliver through transition lessons with our primary feeder schools through to A Level courses in Post 16. Our KS3 students experience all specialist areas targeting progressive design and make skills through a carousel of Food, Electronics, Resistant Materials and Engineering activities and design briefs. At Key Stage 4 students can choose to study from a range of Level 1&2 qualifications including BTEC Engineering, Hospitality and Catering, Motor Vehicles, Resistant Materials and Hair and Beauty courses. At KS5, we offer Level 3 BTEC Engineering and Hospitality and Catering.

The faculty is well resourced with an ICT design suite, laser cutters, CNC routers, metal working lathes, fully equipped and working motor vehicle garage, hair and beauty salons and high specification food rooms.

If you are the person we are looking for you will be able to demonstrate:

- Demonstrable experience driving performance improvements in your designated curriculum or core leadership area.
- An ability to think and act strategically with sensitivity to organisational and wider political priorities to deliver high quality outcomes.
- An ability to use data effectively and present views and opinions in discussion which contribute to positive outcomes including the ability to challenge, give feedback and accept feedback constructively.
- A proven track record of effective people, resource and financial management.
- Ability to demonstrate high expectations and to instill these in others.

In return we will offer:

- A recruitment incentive of £5,000 (£2,500 paid on commencement in post and £2,500 after successful completion of 12 months).
- Salary sacrifice schemes such as childcare vouchers and cycle to work scheme.
- Access to on site gym facilities.
- Fantastically resourced schools with easy commuting access to both the A1 and A19.

Yours sincerely



Sarah Holmes-Carne, Principal

About Kenton School

Kenton School Leadership Team comprises of;

Principal and Vice Principals leading on:

- Teaching and Learning
- Behaviour, Attendance and Inclusion
- Core and Wider Curriculum

The Vice Principals are supported by 5 Assistant Principals.

We provide a broad curriculum, focusing on educating our students for their future in the modern world, We also believe strongly in developing the creativity of our students and this is demonstrated through our commitment to delivering creative courses as a core subject.

Whilst Kenton is a large school, our whole team pride themselves on creating a family atmosphere, where students feel challenged and supported.

Links to Relevant Documents

For further information, please visit our website www.kenton.newcastle.sch.uk

And our Trust website: www.ksmat.org.uk



Head of Faculty of Technology



Job Description

RESPONSIBLE TO: Vice Principal

RESPONSIBLE FOR: All associated staff

JOB PURPOSE: To be accountable for educational progress of learners within the faculty by effectively leading teaching and learning, developing associated curriculum areas and managing staff, budget and resources.

Main Responsibilities:

The following list is typical of the level of duties which the post holder will be expected to perform. It is not necessarily exhaustive and other duties of a similar type and level may be required from time to time.

Lead Teaching and Learning Responsibilities

1. Lead and develop teaching and learning within the faculty by developing and implementing assessment strategies, data analysis and appropriate intervention programmes to ensure that identified standards of learner achievement are met.
2. Lead, develop and enhance the teaching practice of others through monitoring/evaluation and promoting improvement strategies to secure effective teaching and learning for learners.
3. Lead, manage and develop the curriculum to provide programmes/activities that match learner aspirations and potential and achieve excellence and enjoyment for learners.
4. Lead, manage and develop the curriculum to provide programmes/activities that match learner aspirations and potential and achieve excellence and enjoyment for learners.
5. Line manage a team of staff including the effective recruitment, appraisal and development of its members in order that the team's objectives are achieved.
6. Manage allocated departmental budget and resources.
7. Facilitate an ethos within the team which encourages staff to work collaboratively, share knowledge and understanding, celebrate achievements and accept responsibility for outcomes.

Generic Responsibilities

8. To carry out the professional duties of a Teacher as set out in the School Teachers' Pay and Conditions Document.
9. To carry out teaching duties in accordance with the school's schemes of work and the National Curriculum.

10. Establish a purposeful and safe learning environment and manage learners' behaviour constructively by establishing and maintaining a clear and positive framework for discipline and a supportive culture in line with the school behaviour policy.
11. Plan effectively in the short, medium and long-term and prepare effective learning sequences, lessons and work across a series of lessons to ensure coverage of the curriculum and the differentiated needs of learners are met. Plan and prepare homework and other out of class work.
12. Be aware of and apply a range of teaching and learning strategies, including implementing inclusive practices, to ensure that the diverse needs of learners are met and excellence and enjoyment is achieved. Deliver lessons to groups of learners or classes. Demonstrate the positive values, attitudes and behaviour expected from learners.
13. Assess, record and report on the development and progress of learners and analyse relevant data to promote the highest possible aspirations for learners and target expectations and actions to raise learners' achievements. Provide timely, accurate and constructively feedback on learners' attainment, progress and areas of development.
14. Demonstrate ongoing development and application of teaching practice, expertise and subject, specialism and/or phase knowledge to enrich the learning experience within and beyond the teacher's assigned classes or groups of learners.
15. Communicate effectively and work collaboratively within and beyond the classroom with support staff (including directing their day-to-day work), teachers, other professionals, parents, carers, agencies and communities, to enhance teaching and learning and promote the positive contribution and well-being of learners.
16. Contribute to the development and implementation of priorities, policies and activities in order to enable the achievement of whole school aims. Make significant contributions to implementing workplace policies and practice and to promote their implementation.
17. To work effectively with / be aware of and assist integrated processes, such as Common Assessment Framework and local opportunities which support ECM and NCYPP aims for children, young people and their families
18. Promote the safeguarding and welfare of children and young persons the postholder is responsible for, or comes into contact with. Be aware of school policies and other guidance on the safeguarding and promotion of well being of children and young people. Take appropriate action where required.
19. Promote and implement policies and practices that encourage mutual tolerance and respect for diversity in all aspects of employment and service delivery.
20. Give advice on the development and well being of children and young people, if required,
21. Promote collaboration between colleagues and contribute to their professional development through coaching and mentoring, demonstrating effective practice, and providing advice and feedback.

Head of Faculty of Technology



Person Specification

Part A: Application Stage

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

1	Graduate with <u>Qualified Teacher Status</u> , e.g. PGCE, BEd or equivalent.
2	Proven track record of successful experience in the development of one or more areas of the technology curriculum.
3	Demonstrable leadership and management experience including a sustained track record of leading a team to achieve outstanding attainment for pupils.
4	Evidence of consistently outstanding classroom teaching.
5	Experience implementing robust quality assurance systems including effective performance management.
6	Evidence of effective assessment and behaviour for learning.
7	Knowledge of the key principles and practices of school effectiveness and improvement.
8	Demonstrable knowledge of Health and Safety requirements in relation to leading a practical faculty area.
9	Experience planning and leading professional learning activities.
10	Effective organisational and ICT skills with the ability to analyse and interpret data to inform practice.

Desirable

11	Proven track record of raising educational standards.
12	Experience in budget and resource management.
13	Evidence of involvement in specific learning and teaching projects.

Part B: Assessment Stage

The above criteria and the criteria below will be further explored at the assessment stage:

Essential

1	Ability to think and act strategically with sensitivity to organisational and wider political priorities to deliver high quality outcomes.
2	Ability to describe a vision for the development of the department and to develop effective plans to implement that vision.
3	Ability to work effectively with a wide range of people, e.g. colleagues, pupils, governor, parents/guardians, other professionals and the wider community.
4	Knowledge of key education legislation and current issues.

5	Ability to present views and opinions in discussion which contribute to positive outcomes including the ability to challenge, give feedback and accept feedback constructively.
6	Ability to demonstrate high expectations and to instill these in others.
7	Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people.
8	Ability and flexibility to take an active part in extra curricular provision.
9	Effective oral communication and presentation skills.
10	No disclosure about criminal convictions or safeguarding concern that makes applicant unsuitable for this post.

Assessment Methods

- Lesson observation
- Assessment centre comprising of written tasks, role play activities and informal interviews
- Formal interview

Part C: Additional Requirements

The following criteria must be judged as satisfactory when pre-employment checks are completed:

1	Enhanced Certificate of Disclosure from the Disclosure and Barring Service*
2	Additional criminal record checks if applicant has lived outside the UK
3	Children's Barred List Check*
4	DfE Prohibition List Check including GTCE Registration Check
5	Confirmation of Qualifications and Qualified Teacher Status, including confirmation of professional status from relevant professional regulatory body for teachers who have worked overseas.
6	Medical clearance
7	A minimum of two satisfactory references from current and previous employers (or education establishment if applicant not in employment).
8	A Section 128 Education and Skills Act Prohibition from Management list check.

*All posts involving direct contact with vulnerable children are exempt from the Rehabilitation of Offenders Act 1974. The amendments to the Exceptions Order 1975 (2013 and 2020) provide that certain spent convictions and cautions are 'protected'. These are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Ministry of Justice website (www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974).

This post is classed as being in 'Regulated Activity' as defined in Keeping Children Safe in Education 2021, therefore in addition to the DBS check, a check of the Children's Barred List will also be conducted as part of the pre-employment screening process.

Kenton Schools Academy Trust

Kenton Schools Academy Trust; Formed in 2013, our Trust currently incorporates both Kenton School and Studio West, an innovative 11-19 studio school.

Under the leadership of Chief Executive Officer Ian Kershaw, supported by Executive Principal Lee Kirtley, the Trust's main objectives are encompassed in its vision statement, which is "to change the current and future lives of our students for the better, by providing them with the highest possible quality of education tailored to their differing needs. Therefore, we will work tirelessly to ensure that all our students, from all backgrounds and starting points, are enthusiastic learners, attend and behave well, are safe and healthy, make excellent progress and achieve highly, then progress to the most challenging and rewarding higher education and careers. Then they will be capable, creative, caring, committed, flexible, thriving adults, who change their world, their country, their family and themselves for the better".



Over the last three years, the Trust Board, comprising of 3 members and 7 Trustees has delivered major improvements to the governance, leadership and financial health of the Trust.

Our Trustees come from a variety of different education and business backgrounds, driving the strategic vision of the Trust and our schools. The Trust and its schools are supported by a strong central services team covering core Trust functions, such as HR, Finance, Data and ICT.

Studio West: Studio West School opened in 2014 with 120 students, starting in Year 9. It was unique at that time in being the only 13–19 studio school in the country, but, with effect from September 2017, a change in age range was agreed with the DfE and the school began to admit students in Year 7.

Studio West is one of the most successful studio schools in the country; we are significantly over-subscribed in Year 7 and expect to grow year on year to a full school of around 550 students. Studio West is led by Val Wigham, Principal.

The ethos of Studio West is supportive but demanding. It shares Kenton School's 'all different, all equal' principle but also has its own motto: 'Learning that connects'. The principle that learning must constantly connect school with the real world outside, and especially the world of work, is fundamental to Studio West, which focuses strongly on vocational learning across a wide range of careers.

Additional Information for Applicants

Terms and Conditions of Employment

The conditions of service applicable to this post are the Conditions of Service for School Teachers in England and Wales (the Burgundy Book) and the School Teachers Pay and Conditions document as amended/supplemented by local decisions made by Kenton School Academy Trust.

Salary

The salary range for the post is Main/Upper Pay Range with current corresponding salary of £25,714 to £41,064 pa. The post also attracts a Teaching and Learning Responsibility Allowance of TLR1a which is currently £10,202 pa. Starting salary will be dependent upon current pay point and relevant experience. Progression through the salary range is considered annually and is subject to successful performance appraisals and meeting progression criteria.

The post will also attract a recruitment and retention allowance of £5,000. This will be paid in two payments; £2,500 at the end of the first month of employment, and £2,500 on successful completion of 12 months in post (subject to conditions).

Start Date

The start date of the post will be September 2022. This is a permanent post.

Pension Scheme

The postholder will be automatically enrolled in the Teachers' Pension Scheme. There is an option to opt out for those who wish to. Further details on the Teachers' Pension Scheme can be found at www.teacherspensions.co.uk and www.twpf.info.

Equal Opportunities

Kenton Schools Academy Trust is opposed to any form of unfair discrimination and is publicly committed to be an equal opportunity employer.

Safeguarding

Kenton Schools 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. We are fully committed to ensuring that consistent effective safeguarding procedures are in place to support families, children and staff at school.

Application Process

If you feel you have the experience, skills and attributes to succeed as part of our team, please complete the online form via www.tes.com/jobs/ selecting 'Quick Apply' or download an application form from our website www.ksmat.org and return it to human.resources@kenton.newcastle.sch.uk.

Closing date: 12 Noon on 21 May 2022