



The Queen Katherine School



Information for Candidates

Head of History

September 2018



MULTI
ACADEMY
TRUST



The Queen Katherine School

The Queen Katherine School is a mixed 11-18 comprehensive school, with 1216 students on roll. We are genuinely inclusive, catering for students of all abilities and aptitudes from our mixed socio-economic area. The school converted to academy status in 2011 and became a Multi Academy Trust in 2013. There are 178 members of staff, 100 teaching and 78 support staff. KS4/5 students from Sandgate Special School are co-located on the school site with plans for a similar development at KS3 this year.

The school is a strong community, built on excellent relationships. Staff and students enjoy a high degree of trust and there is a genuine warmth and support in the school. Our students like to learn, enjoy school and work positively with their teachers. We benefit from supportive parents, governors and there is an active parents' association.

QKS staff enjoy working here and many stay with us for a long time. We have developed a strong programme of school focused CPD and use alternate Wednesday afternoons for development work through our Teaching and Learning Communities. As a result, exam results are rising rapidly with forecasts showing a significant increase.

We have many effective departments with good and outstanding teaching and learning, but it is also possible to find teaching that needs more challenge, greater differentiation and an increase in pace.

Our A level results generally place us in the top 5% of schools for value added outcomes in the UK and have been in the top 10% for the past ten years. These results are reflected in the destinations of sixth formers – last summer 80% of our students went into degree courses – 61% to the top 30 institutions with five to Oxford or Cambridge. Our sixth form numbers allow us to maintain both breadth and choice.

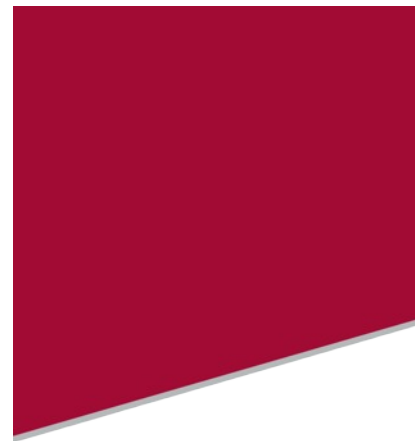
The school's GCSE results improved significantly in 2016 and further still in 2017 with a positive P8 score and very high numbers of grade 8 & 9 in Maths and English. We pride ourselves on a broad and balanced curriculum with students starting to personalise their choices from Year 8.

The pastoral system is based on a year structure, each team led by a non-teaching Head of Year. These teams are led by support staff. We believe Heads of Year and form tutors are key players in monitoring and raising achievement, contacting home and offering support when necessary and praise when earned. We benefit from the additional support of specialised staff. These include a family support worker, an Education Welfare Officer, two student support mentors for KS3 and KS4, two counsellors and numerous external agency staff.

Provision for out of school enrichment activities is tremendous at QKS and many students enrol for the activities on offer as much as for our academic success. Music, drama and art thrive. Our annual school musical is performed at the local Brewery Arts theatre and often involves 150+ students. In addition, there are many smaller scale productions performed in the drama studios. There are frequent concerts involving choir, wind band, orchestra and contemporary bands – all musical tastes are catered for. Our PE department is involved in sport at local, county and national level.

Person Specification

Head of History



	Essential	Desirable
Qualifications and Experience	<ul style="list-style-type: none"> • Graduate and QTS • Recent involvement in curriculum development and production of teaching materials 	
Skills and abilities	<ul style="list-style-type: none"> • Up to date knowledge and understanding of the curriculum and assessment, reporting and recording processes relating to History. • A clear understanding of the elements of outstanding teaching and learning • Outstanding classroom teacher • Ability to build teams and enthuse and motivate as a leader • The ability to motivate students of all abilities • Ability to meet deadlines 	<ul style="list-style-type: none"> • Excellent ICT skills and enthusiasm for use of ICT in teaching and learning. • Commitment to extra - curricular activities.
Personal qualities	<ul style="list-style-type: none"> • Energy • Imagination • Ability to lead a team • Good organisational skills • Capacity for hard work • Sensitive to the learning needs of all students and able to devise strategies for supporting them both in and out of the classroom 	<ul style="list-style-type: none"> • Personal ambition • Commitment and enthusiasm for the pastoral care of students in a form group • Good sense of humour • Good communicator

Job Description

Head of History

RESPONSIBILITIES

General:

Job purpose:

To lead and manage the History Department effectively, ensuring high quality teaching and learning and student progress.

Accountabilities/Duties:

Teaching

To undertake the duties of a school teacher, as specified in the current School Teacher's Pay & Conditions document and as outlined in the Professional Standards for Teachers document.

Leadership and Management

- Lead the department by example and set high standards that can be sustained.
- Promote high expectations of staff throughout the History Department.
- Have a clear overview of the department and have in place long, medium and short term plans which will ensure student progress and improve the quality of learning and teaching within History.
- Set priorities and targets for History within the context of the School Development Plan.
- Lead, manage, review and develop the History Department's curriculum and assessment processes to ensure student progress and outstanding teaching and learning.
- Performance manage and lead the professional development of staff working within the History Department.
- Participate in appropriate CPD and disseminate information to staff efficiently, effectively and promptly.
- Contribute to the development of the strategy, development plan and management of the school through membership of the Middle Leadership Team.
- To assist with the timetabling process.
- To assist with the appointment of staff to the History Department.
- Manage the resources of the department and the capitation budget.
- Organise the recruitment of students by contributing to the smooth running of Open Evenings and information events

Job Description

Head of History

Leading Teaching and Learning

- Be accountable for the standards of teaching and learning within History.
- Maintain an environment throughout the History Department which promotes high quality learning.
- Manage arrangements for monitoring and evaluation of teaching and learning in the History Department; to include, but not limited to, "booksees", homework monitoring, and classroom observation, discussion with students and staff, and analysis of results.
- Ensure the effective assessment of students' performance across the History Department and ensure good record keeping with respect to teaching and learning throughout the department.
- Ensure assessment procedures provide information to inform future planning.
- Oversee and contribute to the regular review of schemes of work to ensure that the knowledge and skills are appropriate to each teaching group.
- Make sure that students' special educational needs are recognised in liaison with the Learning Support Department.
- Ensure appropriate resources are available via VLE.

Leading on Achievement and Progress

- Promote consistent improvement in examination results.
- Ensure the effective use of performance data to promote achievement.
- Promote consistent improvement in examination results.
- Ensure student progression will be facilitated through the maintenance of detailed schemes of work that incorporate cross curricular themes as appropriate.

Leading on Behaviour and Safety

- Promote high expectations of students throughout the History Department.
- Maintain effective arrangements for managing student behaviour within the History Department; including an overview of rewards and sanctions; departmental reports and departmental detentions as appropriate.

Key relationships:

Line Manager: SLT link

History Department teacher colleagues

Working environment:

History is taught in a suite of specialist History classrooms.



The History Department

The History Department comprises of three enthusiastic, committed teachers, with varying experience, including a Deputy Head. The whole team contribute to driving the curriculum forward and working as an effective team to provide the best learning experience for our students.

Curriculum

At Key Stage 3, students study a huge amount of diverse topics including thematic and depth studies.

At Key Stage 4, History is a very popular option subject and we have 3 Year 10 classes and 4 Year 11 classes. We will follow the new EDEXCEL History GCSE specification. The department are currently embedding new schemes of learning and resources for the following new units:

- Unit 1: Medicine in Britain c1250 to present including the historical environment study - British Sector of the Western Front: injuries, treatment and the trenches
- Unit 2: Superpower relations and the Cold War 1941-1991 and Medieval/Tudor British Depth Study on Elizabeth I's reign
- Unit 3: Weimar and Nazi Germany, 1918-1939.

At Key Stage 5, we follow EDEXCEL History A Level Specification. In the first year, students explore democracies and changes in the 20th Century, undertaking a breadth study of Britain and a comparative depth study of America. These units focus on political, economic, social and cultural changes experienced in both countries and students are encouraged to formulate their own opinions based on source enquiry and independent research. For their second year, students examine the social impact of industrialisation on Britain and undertake the independent study/coursework on Irish history.

Our vision

The department is committed to continually improving the quality of teaching and learning and we are eager to have a dynamic leader to contribute creative and innovative ideas.

Our focus for development over the next year involves several aspects:

- Reviewing the Key Stage 3 curriculum to provide more fluidity between the key stages and provide a robust, effective system of assessment
- Developing new strategies for feedback for all students and implementing effective, timely opportunities for student response
- Successfully embedding new GCSE and A Level schemes of learning to ensure all students make excellent progress regardless of ability.

How to apply

Your application should include:

A supplementary letter of application not exceeding two sides of A4, which must be word-processed and should accompany your completed application form.

Candidates will be shortlisted and appointed solely on the extent to which they meet the requirements set out in the person specification.

If you would like to speak to a senior member of staff about the role, please contact on the details below.

Please note that only the candidates invited for interview will be contacted. If you do not hear from us and would like feedback, please contact the HR Manager on the above number.

Closing date for applications:	<u>noon</u> Thursday 1 February 2018
Interviews will be held week beginning	5 February 2018
To start :	1 September 2018 or earlier if possible

For further information, please contact:

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