



KING JAMES'S SCHOOL  
KNARESBOROUGH

# Candidate Information



# Note from the Headteacher

Thank you for interest in working at King James's School.

I would say at the outset that this is a very rewarding school in which to work.

Many job adverts specify what they demand from the candidate. We have plenty of skills and qualities that we are looking for but we also have a lot to offer to prospective candidates. First and foremost the students here are tremendous. It is a comprehensive school and our students reflect the full range that you would find in any area, but by and large the classes are filled with well-motivated students willing to learn and to contribute to their school community. The local community is phenomenally supportive of the school, the catchment area is well defined and we have excellent relationships with the local parents who choose to send their children here. We are heavily over-subscribed each year with pressure for places from beyond our catchment area. Knaresborough and North Yorkshire isn't just a great place to teach, it's a great place to live.

The extra-curricular life of the school is rich, most staff who work here make the most of it; there really is a vibrancy here that is difficult to match. We have a committed staff (teaching and non-teaching) who go the extra mile. Almost without exception, teachers go above and beyond the core delivery of lessons to enhance the enrichment opportunities for the students.

The ethos here is one of the strengths. Even though we have a charter going back to 1616 we are a very modern school with an open and friendly ethos. The students are not restricted by an oppressive regime but there is good order and discipline. We are highly inclusive and we have a strong reputation for delivering outstanding care and outcomes for students with SEND alongside an enviable output to top university courses from our high-performing A level students. Our A level results place us in the top 10% of providers nationally consistently, year on year.

We are demanding of our staff, teaching and associate staff. We believe that our community deserves an outstanding school and we strive to be outward facing, never resting on our laurels and always seeking further improvement. We expect students and staff to embrace challenge and to see resilience and hard work as the route to success. At the same time we have a very strong commitment to the development and training of all staff, teaching and non-teaching. This is a school in which the opportunities for your personal development are rich.

We remain a Local Authority Maintained School rather than an academy but the governing body keeps the options for the school under review and we carefully consider our status and wider relationships within the schools system. We are proud of the relationships that we have fostered, including within Teaching School Alliances and taking the lead role within the White Rose Alliance for School Direct. Our closest professional development partners include Tadcaster Grammar School, Thirsk School and Sherburn High School. Our White Rose Alliance partners include the Grammar School at Leeds, Leeds University, Stokesley School, Allerton Grange School and Thirsk School. We do not believe that there is a single successful model of school partnership working and we believe that independence and interdependence provides the most powerful partnership and collaboration between schools which retain their own character and identity.

Thank you for considering King James's School.

**Carl Sugden**  
**Headteacher**



KING JAMES'S SCHOOL  
KNARESBOROUGH

# Part-time Teacher of Psychology

September 2017 – August 2018

NQT, MPS or UPS

Fixed term. 0.4fte – 0.5fte

King James's School is offering an exciting opportunity to work as a Teacher of Psychology within the heart of our vibrant, modern school. We take pride in our open, friendly ethos and are highly inclusive. We have a strong reputation for delivering outstanding care and outcomes for our students with SEND. You will be joining a highly supportive Business and Social Studies Department and will be required to teach at KS5.

King James's School is a large 11-18 comprehensive school proud to offer a diverse and rich curriculum and is committed to high quality professional development and career opportunities for all staff through high quality CPD. In addition, we run a School Direct secondary programme to train the next generation of teachers.

You will be joining a highly community orientated, inspirational and ambitious school with an enviable output to top university courses from our high performing A level students. We are seeking an outstanding candidate to support our educational aims who has the vision, drive and interpersonal skills to motivate our students. You will benefit from strong leadership, effective support by colleagues and being part of an ethos that achieves the best possible outcomes for our students.

The school is committed to safeguarding and promoting the welfare of young people and expects all members of staff to share this commitment. An Enhanced DBS disclosure and satisfactory references are required for this post.

Full post details and an application form are available via our website.

Completed applications must be submitted via email to:

[recruitment@king-james.n-yorks.sch.uk](mailto:recruitment@king-james.n-yorks.sch.uk) and be received by:

Friday 23<sup>rd</sup> June 2017, 8am.

Interviews will be held on **Thursday 29<sup>th</sup> June 2017**.

Please note that CVs will not be accepted.



# Information on the Business and Social Studies Department

The Department is committed to providing quality academic and vocational courses that are appropriate to students' future choices and are relevant to everyday life. Emphasis is placed upon the students adopting responsibility for their work and active involvement through enterprise activities, investigations and visits.

There is a wide range of subjects and courses within the Department. At Key Stage 4 the students can opt for GCSE Business Studies and Economics.

Advanced qualifications to A Level are available in Business, Economics, Psychology, Health & Social Care and Sociology. These subjects open up a range of possibilities from higher education on academic or vocational degrees to training and employment. The courses complement scientific, humanities, languages and arts based studies as well as being fascinating in their own right. Learning is enhanced by visits to local businesses and service providers.

Outside the classroom students from any subject can get involved in our enterprise activities including our very popular, well-established and highly successful Young Enterprise programme. Students get the opportunity to run their own business for a year in competition against teams from other schools and gain a great deal of commercial experience - some even make a profit!





# How to Apply

Please complete the King James's School teaching application form.

Please use the section "Experience & Qualities relevant to the Post" on the application form to demonstrate how you can meet the criteria given in the advert.

Please note CVs will not be accepted. Please do not enclose a covering letter as this will not form part of your application.

We are committed to safeguarding and promoting the welfare of young people and expect all members of staff to share this commitment.

An enhanced DBS disclosure is required for this post through North Yorkshire County Council. This will be arranged for the successful applicant.

Your completed application form must be submitted via email to [recruitment@king-james.n-yorks.sch.uk](mailto:recruitment@king-james.n-yorks.sch.uk) and be received by **Friday 23<sup>rd</sup> June 2017, 8am.**

Interviews will be held on **Thursday 29<sup>th</sup> June 2017.**

Thank you for your interest in this post. If you have not heard from us by the end of July 2017 please assume your application has been unsuccessful and, in that event, may we wish you well in your search for a suitable position.

## JOB DESCRIPTION

*All job descriptions will be reviewed annually & set in the context of the school's aims & current development plan*

## TEACHER OF PSYCHOLOGY

To be accountable for students' attainment and achievement. To ensure all students make progress by promoting, monitoring and supporting the overall learning and personal development of students. To uphold the aims, policies, procedures and ethos of the school.

|                        |   |
|------------------------|---|
| <i>Line Manager:</i>   | Head of Department  |
| <i>Responsible to:</i> | <ul style="list-style-type: none"> <li>• Performance Manager</li> <li>• Head of Department</li> <li>• Head of Year</li> </ul> |

|                        |                                   |
|------------------------|-----------------------------------|
| <i>Salary Grade :</i>  | Main Pay Scale<br>Upper Pay Scale |
| <i>Full Time/FTE :</i> | Part-time (0.4fte – 0.5fte)       |

## Professional Responsibilities

## ALL TEACHING STAFF

|    |  |
|----|--|
| 1. | Work within the School Teachers Pay and Conditions Document.                       |
| 2. | Promote the school's stated ethos  |
| 3. | Contribute to and implement the annual School Improvement Plan and agreed policies |
| 4. | Teach as directed throughout the school subject to appropriate training            |
| 5. | Monitor, expect and improve progress in pupil learning                             |
| 6. | Participate in the pastoral management of the school as requested                  |
| 7. | Take part in performance management procedures outlined in an agreed school policy |
| 8. | Take responsibility for their own professional development                         |

**Specific Responsibilities****ALL TEACHING STAFF**

|     |  |
|-----|--|
| 1.  | Plan and deliver lessons using a range of strategies to meet pupils' individual learning needs.  |
| 2.  | Have a thorough knowledge and understanding of their subject, its teaching and place in the National Curriculum and that of the school |
| 3.  | Set and mark homework according to school and department policies  |
| 4.  | Mark, assess, record and report on pupils' achievements, setting appropriate targets for improvement                                   |
| 5.  | Meet deadlines for reporting, marking, submission of assessment data, coursework, marks and forecast grades.                           |
| 6.  | Prepare pupils for examinations, taking part in standardising and moderating activities required by departments and examination boards |
| 7.  | Contribute to the development of schemes of work, school and department policies as appropriate  |
| 8.  | Attend and contribute to appropriate meetings and professional development activities  |
| 9.  | Contribute to the process of department self-evaluation and improvement planning.  |
| 10. | Undertake whatever other duties might reasonably be requested by the Head or Head of Department.                                       |

**Specific Responsibilities****FORM TUTORS**

|    |   |
|----|---|
| 1. | Take responsibility for day to day discipline routines and attendance in the form group |
| 2. | Review and discuss pupils' work and welfare, setting targets as necessary               |
| 3. | Promote good behaviour and positive attitudes at all times                              |
| 4. | Support form, year and school activities as appropriate                                 |

# PERSON SPECIFICATION

## TEACHER OF PSYCHOLOGY

| CRITERIA  | ESSENTIAL                  | DESIRABLE | ASSESSMENT  |
|---|----------------------------|-----------|---|
| <b>Qualifications &amp; Training</b> <ul style="list-style-type: none"> <li>Qualified Teacher status</li> <li>Good Honours degree in related subject</li> </ul>   | ✓<br>✓                     |           | 2 and 5<br>2 and 5  |
| <b>Experience</b> <ul style="list-style-type: none"> <li>Teaching experience at key stage 3-4</li> <li>Teaching experience at Key stage 5</li> </ul>  | ✓                          | ✓         | 2, 4 and 5  |
| <b>Skills &amp; Knowledge</b> <ul style="list-style-type: none"> <li>Able to communicate effectively, orally and in writing.</li> <li>Able to demonstrate effective planning and teaching skills</li> <li>Able to present confidently to a large group of students</li> <li>Able to work with others to achieve common goals</li> <li>Able to use / analyse assessment data systems to raise standards</li> <li>Able to provide clear direction and to inspire, motivate and enthuse others</li> <li>Confident in own ability to be effective and to take on challenges</li> <li>Good ICT skills (in Microsoft Word/Excel)</li> </ul> | ✓<br>✓<br>✓<br>✓<br>✓<br>✓ | ✓         | 2 and 4<br>2 and 4<br>2 and 4<br>2 and 4<br>2 and 4<br>2 and 4<br>2 and 4 |



|   |                       |  |   |
|---|-----------------------|--|---|
| <b>Skills &amp; Knowledge</b> (continued) <ul style="list-style-type: none"> <li>• Able to form good working relationships with all staff and students</li> <li>• Effective behaviour management</li> <li>• Able to support staff and students in maintaining high standards</li> <li>• Up to date awareness of the National Curriculum and specifically within their individual specialism</li> <li>• Efficient and effective administrative, organisational and personal management skills</li> </ul> | ✓<br>✓<br>✓<br>✓<br>✓ |  | 2 and 4<br>2 and 4<br>2 and 4<br>2 and 4<br>2 and 4 |
| <b>Personal attributes</b> <ul style="list-style-type: none"> <li>• Able to motivate others and to adopt a positive approach to education</li> <li>• Energy , enthusiasm and perseverance</li> <li>• Reliability and integrity</li> <li>• Good interpersonal skills</li> <li>• Positive commitment to individual personal development</li> </ul>  | ✓<br>✓<br>✓<br>✓<br>✓ |  | 2 and 4<br>2 and 4<br>2 and 4<br>2 and 4<br>2 and 4 |
| <ul style="list-style-type: none"> <li>• Capacity to work hard, under pressure, to meet deadlines</li> </ul>  | ✓                     |  | 2 and 4   |
| <ul style="list-style-type: none"> <li>• Adaptable and amenable with respect to working practices</li> </ul>  | ✓                     |  | 2 and 4   |
| <ul style="list-style-type: none"> <li>• Ability to work independently and be a team player</li> </ul>  | ✓                     |  | 2 and 4   |
| <b>Equal Opportunities</b> <ul style="list-style-type: none"> <li>• Understanding of equal opportunities issues and an ability to demonstrate strategies to challenge discrimination and prejudice</li> <li>• A commitment to inclusive education</li> </ul> <b>Health &amp; Safety</b> <ul style="list-style-type: none"> <li>• An understanding of health &amp; safety issues</li> </ul>  | ✓<br>✓<br>✓           |  | 4 and 5   |

**Assessment:**    1. Test prior to shortlisting (i.e. all applicants)                      2. From application form  
                             3. Test after shortlisting    4. Probing at interview  
                             5. Documentary Evidence    6. OTHER (please specify)