



Pudsey
Grangefield
School

www.pudseygrangefield.co.uk



TEACHER OF MFL
(with some English)
Maternity cover
From November 2018
APPLICATION PACK



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Introduction from the Principal

Thank you for the interest you have shown in the post of Teacher of MFL at our school. The post will also require the successful candidate to teach some lessons in English and French.

Pudsey Grangefield School is a oversubscribed mixed comprehensive secondary school located in the heart of the market town of Pudsey. Situated between Leeds and Bradford the town has valued its independence from its two larger neighbours. The school has 1100 students with a thriving Sixth Form of 180 students all taught in a state of the art building. The innovative and unique design of the building creates a calm atmosphere very different to many secondary schools.

The school has a long tradition in the town, being established as Pudsey Grammar School in 1908. Although the school is taught in a state of the art building, our core values of respect, resilience, integrity, compassion and ambition are highly traditional and are based on the goal of ensuring that every student reaches their true potential.

Our school is not just about the students gaining knowledge and qualifications although these are extremely important. We believe in teaching young people core values of decency, social skills and how to be a good citizen in an ever changing world. We want their character to develop and grow and for them to leave us with an inquiring and independent mind. We want our students to gain the best qualifications they are capable of whilst experiencing a range of opportunities which are second to none. As a result, the school is extremely popular with our community and is significantly over-subscribed every year.

Our Sixth Form has grown in recent years and we now have around 200 post-16 students studying at Pudsey Grangefield. All measures at Post-16 have increased and we have a strong tradition of ensuring students access the best universities including Oxford and Cambridge. We have invested heavily in our Sixth Form this year and have provided our students with a new study area and new kitchen and social facilities.

Our staff are exceptional in their dedication and commitment to the students. Relationships in the school are extremely strong and this underpins the ethos of the school. We pride ourselves in the care and support that we give our staff and as a result there is a real team spirit in the school where people enjoy being part of our school community. Teaching and learning is the key focus of the organisation and everything that we do is designed to ensure that the classroom experience for the students is excellent.

The school is a foundation Trust school and our partners include global companies such as M&S, HSBC bank, the IT company RM, Warwick University which is member of the Russell Group of UK universities, alongside leading local business



and training provider, Appris. These excellent links allow our school to offer excellent careers opportunities to students across the ability range and also enable us to review and improve our business practices.

This is an exciting time to join Pudsey Grangefield School. I was appointed in September 2014 and we have worked extremely hard to rapidly improve the school. We were inspected in September 2016 and whilst our results led to an overall requires improvement judgement, the inspectors judged that our leadership and management, personal social development, pupil behaviour and our 6th form were all judged as good.

There are many positive comments in our 2016 Ofsted report such as:

“Staff are enthusiastic, motivated and share the principal’s vision....”

“Behaviour has improved rapidly since the last inspection due to the new behaviour system and the consistent application of policies by teaching staff.”

“Leaders and managers have worked tirelessly to ensure that systems and procedures have been overhauled to support learning and progress.”

“The school’s work to promote pupils’ personal development and welfare is good. The school promotes respect, resilience, integrity, compassion and ambition as its core values. As a result of this, the school has a calm and purposeful environment. Pupils say that there is a strong feel of community in the school”.

“The work to support and develop pupils’ mental health is a key strength of the school.”

“Recently, the school has opened up the ‘Green Room’ which is providing additional support for pupils in times of need, for example when coping with difficult circumstances. The impact of this is that these pupils are attending school more often, completing work and keeping up with their peers.”

We expect to achieve a good overall judgement at our next inspection.

We are currently part of the Red Kite Teaching Alliance which is providing outstanding opportunities and CPD for all of our staff, teachers and support staff.

Mark McKelvie
Principal
Pudsey Grangefield School



Application Process

Should you wish to apply for this position, please send the following:

- A completed application form. Applications should be made electronically in Word or PDF format to Helen Frost at recruitment@pudseygrangefield.co.uk.
- In support of your application you may include a covering letter. This should be in addition to the completed application form.

We would welcome applications from NQT candidates.

Application deadline: Tuesday 16th October 2018

Interview date: Thursday 25th October 2018

Appointments made are subject to an Enhanced Criminal Records Bureau Disclosure.

This school is committed to safeguarding and promoting the wellbeing of children and young people and expects all staff, visitors and volunteers to share this commitment.

General School Details

Background

We are an 11-18 'Trust' School (i.e. a Foundation School supported by an educational Trust) of 1200 students near the centre of the town of Pudsey, positioned between Leeds and Bradford.

At post-16 we are an equal partner in the Pudsey Confederation, formed by the three Pudsey secondary schools. The Confederation supports around 500 students in total. We have an excellent reputation locally and are always heavily oversubscribed.

Buildings

The school was completely rebuilt for September 2008, under the national Building Schools for the Future programme. The transformational design and resulting learning environment support the widest range of teaching and learning styles and the growth of both independent and collaborative young learners. Photographs of the facilities are available on our website.

Pastoral Structure

All staff belong to a Year team and of course a subject team. Pastoral and academic monitoring and guidance are provided through form tutors, during a session that takes place at the start of every day. All colleagues assume the role of a Form Tutor, training for which is provided as part of the induction process. The



pastoral structure is lead by the Deputy Principal assisted by further Leadership Team colleagues, Year Leaders and Directors of Studies.

Curriculum

Students in Years 7 and 8 are organised into mixed- ability teaching groups and follow the full national curriculum. The PSHCEE programme is delivered through discrete deep-learning days.

From Year 9 students follow a curriculum which enables them to focus on particular strengths and interests in their choice of GCSE and BTEC courses, whilst studying the statutory core.

The Sixth Form offers a range of AS/A2 and BTEC National courses. The confederation arrangement between the three Pudsey secondary schools ensures greater choice and flexibility. Many students progress to Higher Education, or access the range of employment opportunities available in Leeds and Bradford.

The MFL Department

The Modern Languages team at Pudsey Grangefield has three full time members of staff. Students have the opportunity to learn both French and Spanish in Key Stage 3. Year 7 students are currently taught in mixed ability form groups. In Year 8 students continue as in Year 7 and have the option of choosing to study French or Spanish at GCSE.

In Year 9 students who have opted to study a language begin the first of a 3 year GCSE programme. A growing percentage of students opt to continue studying languages at KS4 and the school is actively promoting the English Baccalaureate.

Spanish is currently offered at AS and A2 level at Pudsey Grangefield and French through the Pudsey Sixth Form Consortium, although is reviewed annually and we are hoping to expand student uptake.

Within the department, trips are seen as an integral part of the language learning process. Visits abroad have been organised to Boulogne, France for Year 7 pupils and Normandy for Year 8 students.

Resources

The department is very well resourced. There are Promethean interactive whiteboards in each classroom using the Active Inspire software. There are two large 'open areas' for group work activities and laptops for independent study.

Details of Advert

We are looking for an exceptional candidate to join our MFL department where you will be supported and developed to ensure that you deliver inspirational and innovative teaching on a daily basis. The team works collaboratively to share good practice and to improve teaching and learning across the department.



The subject is consistently popular at GCE Advanced Level and thus the ideal candidate will have experience of teaching at Key Stage 5, although this is not essential.

Applicants should be committed to their own professional development, and have aspirations for wider responsibility and school leadership.

Accommodation

The school was completely rebuilt under Phase 1 of the national BSF programme. The position therefore offers a most valuable opportunity to engage with the school's professionally innovative and 'technology rich' approach to teaching and learning.

Any Special Conditions of Service: No smoking policy

Statement:

Pudsey Grangefield School 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.

This job description is current at the date below but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade in line with the school's changing needs.

Dated: 02/10/2018

Mark McKelvie - Principal



Job Description

Post Title:	Teacher of MFL (with some English)
Post Purpose:	<ul style="list-style-type: none"> ❖ To facilitate and encourage learning which enables students to make progress and achieve high standards; to share and support the corporate responsibility for the well-being, education and positive behavior of all students. ❖ To contribute to the positive ethos of the school. ❖ To be responsible for the health and safety of themselves and those around them. ❖ To implement the school's policies and procedures. ❖ To work as part of curriculum and pastoral teams to effect the school's mission statement, ensure a strong commitment to Every Child Matters, as well as provide effective high quality teaching and learning.
Reporting to:	Subject Leader
Working time:	Full time (Permanent) – From November 2018 Maternity cover
Salary/Grade:	MPS/UPS
Main (Core) Duties:	
Teaching & Leading Student Learning	<ul style="list-style-type: none"> • Ensure effective learning of whole classes, groups and individuals so that teaching and learning objectives are met, momentum and challenge are maintained, and students' learning targets are



	<p>achieved or exceeded.</p> <ul style="list-style-type: none">• Utilise teaching methods and learning styles which engage students, including stimulating intellectual curiosity, effective questioning and discussion, clear presentation and good use of resources.• Set high expectations for students' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and learning experiences and through positive and productive relationships. Lead this process in accordance with school policies and procedures.• Gather regular feedback from students regarding their views on the subject content, teaching and learning styles employed, and their progress in the subject.
Planning and Setting Expectations/Student Achievement	<ul style="list-style-type: none">• Identify clear learning objectives, content, lesson structures and sequences appropriate to the subject matter and the students being taught.• Set appropriate and demanding expectations for students' learning and motivation. Set clear incremental targets for students' learning, building on prior attainment.• Plan appropriate learning programmes for students who have special educational needs, and know where to get help in order to give positive and targeted support. Implement and keep records on Individual Education Plans (IEPs).
Assessment and Evaluation	<ul style="list-style-type: none">• Assess how well learning objectives have been achieved and use this assessment for future teaching.• Mark and monitor students' class and homework providing constructive oral and written feedback, setting targets for students' progress.• Understand the demands expected of students in relation to the National Curriculum, KS4 and post-16 courses.
Relationship with Parents/Carers and the Wider community	<ul style="list-style-type: none">• Prepare and present informative reports to parents.• Provide opportunities to develop students' understanding by relating their learning to real and work-related examples, recognising that learning



	<p>also takes place outside the school context.</p> <ul style="list-style-type: none">• Liaise with agencies responsible for students' welfare.
Manage Own Performance and Development	<ul style="list-style-type: none">• Take responsibility for their own professional development and to keep up to date with research and developments in pedagogy and in the subjects they teach.• Share corporate responsibility the implementation of school policies and practices.• Provide a role model to all students they encounter, in their presentation and their personal conduct.• Evaluate their own teaching critically and use this to improve their effectiveness.
Managing and Developing Staff and Other Adults	<ul style="list-style-type: none">• To establish effective working relationships with professional colleagues including, where applicable, associate staff.
Managing Resources	<ul style="list-style-type: none">• Select and make good use of ICT and other learning resources which enable learning objectives to be met.
Any Special Conditions of Service: No smoking policy	

The Job Description should be read alongside the range of professional duties of Teachers as set out in Part X11 of the Teachers' Pay and Conditions Document, sections 48 to 50. The postholder will be expected to undertake duties in line with the new Professional Standards for Teachers (2008) and uphold the professional code of the General Teaching Council for England.



Person Specification

ATTRIBUTES	CATEGORY 1	HOW IDENTIFIED
Qualifications, Training & Knowledge	<ul style="list-style-type: none">• Degree in Languages• Qualified Teacher Status;• Good knowledge of current educational developments, especially in MFL• Ability to teach Languages at Key Stages 3 & 4 and 5;• Good knowledge of the requirements of the National Curriculum;• Know strategies for raising attainment;	<ul style="list-style-type: none">• Application Form• Interview• Interview• Application Form• Interview
Experience	<ul style="list-style-type: none">• Success at teaching MFL at Key Stages 3 & 4.	<ul style="list-style-type: none">• Application Form• Interview• References
Skills	<ul style="list-style-type: none">• A good team member;• Flexible and able to use own initiative;• Ability to inspire and motivate students;• Good ICT skills;• Good written and spoken communication skills.	<ul style="list-style-type: none">• Application Form• Interview• References• Interview• Interview
Personal Qualities	<ul style="list-style-type: none">• Evidence of effective organisational and communication skills;• Evidence of being a successful teacher;• Capable of inspiring students;• Able to form good working relationships with colleagues;• A willingness to become fully involved in the wider life of Pudsey Grangefield School.	<ul style="list-style-type: none">• Application Form• Interview• References• Interview• References• Interview

Enhanced Disclosure

Thank you for your interest in this post at Pudsey Grangefield School. The post you are applying for involves working with young people. It is therefore exempt from the



Rehabilitation of Offenders Act and any offer of employment will be subject to an Enhanced Disclosure.

As this post is exempt from the Rehabilitation of Offenders Act, you must declare any convictions, including pending convictions, cautions, reprimands and warnings which would otherwise be regarded as “spent” under this Act. Further details will be sought prior to appointment.

An Enhanced Disclosure is carried out and will check criminal records for information on any convictions, cautions, reprimands and warnings held on the Police National Computer and on local Police records.

All information on criminal records provided both by you and within the Enhanced Disclosure will be used, stored and disposed of in confidence and in line with the Criminal Records Bureau Code of Practice of Disclosure Information.

If your application is successful, you will receive further information on how to complete the Enhanced Disclosure.

We are committed to safeguarding and promoting the welfare of our pupils and expect all staff and volunteers to share this commitment.



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www.pudseygrang

School Location and Travel Information

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LS28 7ND

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www.pudseygrange.co.uk

