

****Head of History

The Co-operative Academy of Stoke-on-Trent

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**Closing date: Thursday 19th October 2017**

**Interviews: Monday 30th October 2017**

**Start date: 1st January 2018**

APPLICATION PACK

Dear Applicant,

**Head of History (1.0 FTE - TMS/UPS plus TLR 2B- £4442)**

Thank you for your interest in this post.

I hope you will enjoy reading through our recruitment pack and I look forward to receiving your application. Please apply via a letter of application (no more than two sides of A4) and the completed application form. We do not accept CVs.

The Academy has undergone a transformation in recent years and we are now a high achieving and successful learning community. Our progress figures for 2017 (+0.14) put us once again in roughly the top third of all schools nationally, in 2016 our Progress 8 score was +0.13. In 2017 we were had the highest progress scores of any secondary school in the north of Stoke-on-Trent. In 2016 we also won the DfE’s Character Awards. History is a very popular subject at the Academy and the facilities are state of the art and well resourced. The department is part of an immediate faculty of Social Science and MFL. The team at the moment comprises 11 teaching staff who are a mix of full and part time. The history department itself comprises three full time teachers. Further information about the Academy is available on our website [www.cas.coop](http://www.cas.coop) via our Facebook page or via our Twitter handle @Coopacademy.

If you wish to visit the Academy before applying please email the Principal’s PA Clare Blight in advance on [cblight@cas.coop](mailto:cblight@cas.coop).

Your completed application should be received by 12 noon on Thursday 19th October. The interview date is Monday 30th October. Applications should be emailed to [recruitment@cas.coop](mailto:recruitment@cas.coop).

Yours faithfully,

Mr N Lowry

Principal

**Vision and Values**

***Empowering everyone to be their best and reach their potential.***

Our strap line is “be the best” and we are continually striving for all members of our Academy community to be the best that they can be.

Our vision is built upon three key values which are drawn from the Co-operative Group’s values.  These values are:

***Equality***

***Responsibility***

***Respect***

In order to help us achieve our vision we have strategic priorities which are agreed by the governing body.  The priorities below form the basis of the three-year strategic plan:

1.      Improve student outcomes.

2.      Further develop teaching, learning and assessment practices.

3.      Outstanding personal development, behaviour and welfare.

4.      Engage and empower stakeholders.

5.      Embed strategic partnerships in and around Stoke-on-Trent.

6.      Deliver financial stability.

**About the Academy**

The Co-operative Academy of Stoke-on-Trent was established in 2010 and we moved into our state of the art £23 million building in 2012. The academy serves the areas of Tunstall, Burslem and Hanley but is increasingly drawing students from all parts of Stoke-on-Trent. Our vision is “Empowering everyone to reach their potential and be the best”. The focus on being the best that you can be in every lesson of every day permeates the Academy at every level and there are high expectations of both the students and staff. We are sponsored by the Co-operative Group and we use the co-operative values of equality, responsibility and respect to structure our academy culture. A full introduction into the Co-op is part of the induction process for the successful candidate.

The Co-operative Academy of Stoke-on-Trent is an urban complex academy with over half of our students classified as disadvantaged. There is a diverse student community with 38 languages spoken, although the main ethnic groups are white British and Pakistani. The academy is praised locally and regionally for the fully inclusive and supportive culture which enables us to be successful. In 2015 Ofsted praised the “culture of tolerance and respect that permeates the academy”.

Many of our students come to us with ability on entry far below the national average. Our recent leavers and our present Year 11 are in the lowest 1% of Key Stage 2 APS nationally. However, the present Key Stage Three students have rising ability on entry and the Year 8 come to us as national average. There is considerable projected growth in student numbers over the next five years and our academy is projected to grow from 823 students in 2017 to over 1000 by 2021 from a starting point of 560 in 2012.

There has been a significant improvement in Key Stage 4 outcomes over the period the academy has been open. 2016 was a record year for GCSE results and our website has full details. Although comparisons at the time of writing are problematic, we are pleased with our 2017 draft Progress 8 score of +0.14. This year’s results were mainly as a result of the pleasing results in basket 2 subjects. We are also very pleased that far more students now go on to Level 3 courses at college and then onto university and higher level apprenticeships. Ofsted rated us as “good” in every category when they inspected us in 2013 and cited some outstanding elements to our practice particularly in the area of curriculum and personal development. We had a Section 8 visit in 2015 on behaviour and safeguarding and this report was also very positive. Both reports are also available on our website.

We were also proud to be regional winners of the DfE’s Character Awards in 2016. This was in recognition of the work that we have done over a number of years in the area of personal development. The award was built around our student voice and leadership; our enrichment programme known as “The Edge”; and our character education programme in Year 7 and Year 9. We are self-evaluating our work in personal development to be outstanding.

We are part of the Co-operative Academies Trust (CAT) which currently comprises eight academies in Stoke-on-Trent, Leeds and Manchester; however, it is expected that the CAT will grow quickly over the next few years. CAT provide an extensive CPD programme focused on school improvement as part of their sponsorship. The successful candidate will benefit from being able to access national leaders in their field.

**Post Information**

**Senior Leadership Team**

Principal – Nick Lowry

Vice Principal – Standards – Jenny Crowther-Green

Vice Principal – Curriculum and Assessment – Chris Hall

Vice Principal – Finance and Operations Director – Lynn Hadfield

Senior Assistant Vice Principal – Behaviour, Inclusion and Safeguarding – Marianne Goodwin

Assistant Vice Principal – Progress – Jenny Davies

Senior Leader SENDCo – Diane Drew

Senior Leader (secondment) – Samantha Harrison

In addition, there are six Heads of Faculty who are part of the Extended Leadership Team.

**Post Information for the Head of History**

History is part of a faculty which includes geography, RE and MFL. There are individual subject leaders for each subject. History is a popular subject at the academy and it has been well taught over the years. There has been particular success at gaining higher grades but the number of pass grades has been difficult to improve. The main task of the new subject leader is to improve outcomes over the next few years. Resource will be allocated to help support the new subject leader achieve this.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Year | A\*-A % | A\*-C % | A\*-G % | 3+ LOP % | 4+ LOP % | 5+ LOP % | Entries | Residual | Avg Grade |
| 2013/14 | 6.7 | 33.3 | 96.7 | 27.6 | 13.8 | 3.4 | 30 | -7.1 | D- |
| 2014/15 | 20.7 | 44.8 | 100 | 35.7 | 21.4 | 14.3 | 29 | -5.1 | D+ |
| 2015/16 | 19.4 | 41.9 | 93.5 | 38.7 | 35.5 | 16.1 | 31 | -7 | D- |
| 2016/17 | 9.3 | 32.6 | 95.3 | 36.8 | 21.1 | 7.9 | 43 | -4.4 | D- |

History has a strong presence at Key Stage Three which results in a great deal of students opting for the subject. In Key Stage Four there are currently 49 students in Year 11 and 52 students in Year 10. However, this popularity at Key Stage Three is not matched by achievement at Key Stage Four and coupled with the changes in qualifications at a national level there is an opportunity for a re-evaluation of the curriculum offer at both key stages led by the successful candidate.

Presently we offer OCR SHP GCSE History (<http://www.cas.coop/parents/social-science/history>).

**The Co-operative Academy of Stoke-on-Trent**

Head of History

**JOB DESCRIPTION**

**POST TITLE: Head of History**

**SALARY: MPS/UPS plus TLR 2B (£4442)**

**RESPONSIBLE TO: Head of Social Science and MFL**

**RESPONSIBLE FOR: Teachers of history**

PURPOSE OF THE ROLE:

i). Lead the teaching and learning of history within the taught curriculum. This includes delivering, managing and evaluating schemes of work; ensuring the appropriate curriculum is being taught and that KS4 qualifications are delivered in line with specifications in order to support strong student achievement.

Duties and Responsibilities

1. Maintain an excellent level of up-to-date knowledge in relation to best practice in all aspects of pedagogy.

2. Deliver lessons and coordinate interventions which help to close the gap in attainment between our students and students nationally.

3. Model outstanding practice in history teaching for other staff.

4. Coordinate exam entries and exam preparation for all history subjects.

5. Promote history by creating an Academy culture which values and celebrates history. This includes visible displays, assemblies and enrichment days.

6. Contribute to training and induction programmes for trainee teachers, NQTs and other teachers new to the school.

**Core Purpose of the post**

The post holder will in all matters, manage staff and students in ways which remain faithful to the co-operative ethos and philosophy of the Academy.

**Throughout the Academy the Head of History will promote and support:**

* exemplary student conduct
* excellence in classroom practice
* innovative and effective approaches to student care and operational issues
* the maintenance of a high quality learning environment
* performance management arrangements, professional development and training of staff
* efficient management of delegated budgets and resources
* detailed analysis of student performance data to raise achievement
* the Academy’s vision to become an outstanding school.

**Performance Management**

The Head of History will have access to the Academy’s Performance Management arrangements as set out in the Academy’s pay policy, which applies the Teachers Pay and Conditions of Service.

The Head of History should regularly evaluate the quality of teaching within the department and use this analysis to identify effective practice and areas for improvement.

This includes early intervention where teaching is less than good or there are concerns about student progress and support teachers in making rapid and sustained improvements.

**Strategic direction and development of the Academy**

The post holder will play a key role in the future development of the Co-operative Academy of Stoke-on-Trent and will work with the Head of Social Science and MFL Faculty to build on the strategic vision for the Academy. To carry out the objectives of this role, the post holder will seek to:

* fully exploit the greater degree of autonomy afforded by Academy status for the benefit of students, staff and the wider community.
* continue to develop the ethos of the Academy and to champion innovation to meet the needs of every student.
* Motivate staff, delegate tasks, evaluate practice and develop a culture of accountability.
* Support the push for the number of good and outstanding lessons identified in the Academy’s development plan.

**Collegiate Responsibility**

In addition to the specific responsibilities of this post, every member of staff at the Co-operative Academy of Stoke-on-Trent will commit to:

* providing a courteous and efficient and effective service to students at all times
* consistently promoting the Academy’s co-operative ethos and mission
* using their influence with other staff and students to promote high standards of behaviour and order within the Academy
* working to maintain the Academy at the forefront of educational practice
* fostering and sustaining a culture of enterprise and creativity in all aspects of the Academy’s operation

**Role review**

This job description sets out the main duties of the post at the time of drafting. It cannot be read as an exhaustive list. It may be revised at any time in consultation with the post-holder, and in the light of changing circumstances, subject to the Principal’s approval.

**Safeguarding**

The Co-operative Academies Trust, as an aware employer is committed to safeguarding and protecting the welfare of children and vulnerable adults as its number one priority. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the Trust on its behalf.

Person Specification

**Key:**

A = Application

R = Reference

I = Interview

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| --- | --- | --- |
| **Knowledge, Experience and Skills** | | |
|  | **Essential (E); Desirable (D)** | **How identified** |
| **Qualifications** | | |
| University graduate | E | A |
| Postgraduate teaching qualification (or equivalent) | E | A |
| Accredited leadership qualification or participation on e.g. NPQML | D | A |
| **Knowledge and Understanding** | | |
| Knowledge and understanding of current teaching and learning developments. | E | AI |
| Understanding of latest teaching and learning in history education | E | AI |
| Understanding of curriculum design and ability to plan medium and long-term schemes of work. | E | AI |
| Experience of delivering history to both Key Stages Three and Four | E | AI |
| Knowledge of new GCSE History specifications | D | AI |
| **Experience** | | |
| Strong and effective leadership skills | E | AR |
| Some experience of leading others either as a Subject Leader or leading on projects or initiatives. | E | AR |
| Work with exam boards as an examiner or moderator. | D | AR |
| Worked on history related programmes and initiatives with external bodies. | D | AI |
| **Skills** | | |
| Motivate and inspire staff and students. | E | I |
| Analyse and interpret student data. | E | I |
| Excellent verbal and written communication skills and able to communicate effectively with a range of stakeholders. | E | I |
| **Personal Qualities** |  |  |
| Resilient. | E | RI |
| Able to work under pressure and a determination to succeed | E | RI |
| Passionate about teaching and learning. | E | RI |
| Willingness to learn and develop new skills. | E | RI |
| A commitment to excellence. | E | RI |
| Ambition for further development and promotion | E | I |
| Able to demonstrate a commitment to the behaviours and values of the co-operative movement | E | I |