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*Honesty*

*Courage*

*Respect*

*Justice*

*Self-discipline*

*Empathy*

*Community*

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# **Appointment of Subject Leader Food Technology September 2019**

May 2019

Dear Applicant

Thank you for your interest in the position of Subject Leader of Food Technology at The Costello School. I hope the details contained in this pack will provide you with a clear picture of this post and give you a flavour of the school and its values. This post represents an exciting opportunity to join a department committed to achieving excellence for all its students within the context of a high achieving school.

This is an exciting time for the school, as we joined Bohunt Education Trust at the start of the academic year, a Trust with a proven record of supporting schools to achieve outstanding outcomes and a vision built on exceptional opportunities for all. The Trust means there will be a wider degree of support, CPD and future opportunities for staff working at The Costello School.

The Costello School is consistently one of the very highest performing schools in Basingstoke and is the local school of choice and continues to go from strength to strength with results that again surpass the good performance seen in previous years, with 65% of students getting the Grade 4 benchmark, or better, in English and Maths.

Teaching at The Costello School is a rewarding experience. Our students are eager to learn, well behaved and proud of their school. As a school we are committed to ensuring that all the students and staff realise their full potential. The professional development of staff is a significant factor in ensuring that we achieve our aim of improving on our previous best and we are a strategic partner of the local Teaching School, Dove House. The School facilitates its own Middle Leader training and has professional development opportunities linked to Winchester University. The School also has a structured on-going professional learning programme for staff to develop their own knowledge. Our induction and NQT Programme for new staff was also judged by the Local Authority as outstanding last year.

I know that anyone applying for this post will find working at Costello very rewarding and the Governors and I look forward to hearing from you.

If, after carefully reading the enclosed information, you feel you have the qualities and experience we are looking for, please submit an application by:

Completing a Costello School Application Form, including your supporting statement  
Completing an Equalities Monitoring Form

The above forms are available on our website <http://www.costelloschool.co.uk/vacancies/teaching-staff> or via the application form on TES

The closing date for applications is: 21 May 2019 (noon)

If you are not contacted please assume that your application has not been successful on this occasion.

If you wish to speak to me with regard to this post or if you require further information please contact Debbie Andrews, HR Officer on 01256 321263 or email [d.andrews@costello.hants.sch.uk](mailto:d.andrews@costello.hants.sch.uk)

Thank you for your interest in this post, we look forward to hearing from you.

Yours sincerely



Mr R Jull  
Head of School

# **Subject Leader of Food Technology**

We are seeking to appoint an enthusiastic, talented and committed Subject Leader of Food Technology to join the school from 1 September 2019.

## **The School**

- Increasingly popular and successful comprehensive school
- 11-16 mixed, 1109 on roll
- Excellent building, facilities and resources
- Networked infrastructure with teacher PCs, digital projectors in all classrooms and video conferencing facilities
- Above average intake
- 65% of students achieving Grade 4 or above, in English and Maths
- A commitment to high quality professional development
- A commitment to continuous improvement

## **The Area**

- Central to the town of Basingstoke
- Serving the SE neighbourhood and surrounding villages
- Easy access to London and South West via the M3 and A303

## **The successful applicant will have:**

- A commitment to teamwork, innovation and the priority of improving student performance
- The ability to inspire, enthuse and develop others
- Excellent interpersonal skills
- A passion for the subject area

## **Applications**

Closing date for receipt of applications: 21 May 2019 (noon)

## **GENERAL INFORMATION**

### **The School**

The Costello School is a popular and successful comprehensive school providing education for students aged 11 – 16. The School also puts great emphasis on its work with our community partners which provides the foundation for our Learning Trust. Lastly our success has also led to a number of National Awards and recognition in the last few years of which we are very proud.

The school, has recently joined Bohunt Education Trust, a Trust with a proven record of supporting schools to achieve outstanding outcomes and a vision built on exceptional opportunities for all. The Trust means there will be a wider degree of support, CPD and future opportunities for staff working at The Costello School.

The School has established an orderly and caring environment and one of high academic standards with a strong pastoral system that supports a happy, caring School where students want to be. The ethos is firmly based around learning and learning for all in a way that is appropriate to develop lifelong learners in preparation for the changing world in which they will live. The use of technology to enhance learning is embedded in the classroom. All classrooms are equipped with a projector and teacher PC.

The School is situated on the edge of Basingstoke and its buildings are well maintained with an appropriate range of specialist rooms. Great pride has been placed on the enhanced learning environment that has been created over the last 5 years including a refurbished Learning Resource Centre. There are extensive playing fields and, despite being a town school, looks over countryside to its rear.

The School premises centre on the buildings originally provided in 1912 for the Girls' High School, then numbering about 150 students. Considerable extensions have been added at various times since then and the original building has been modernised and adapted to the needs of today. There are specialist rooms for all subjects and a modern Technology and Mathematics Suite which opened in 2007 and more recently the addition of a Dance Studio and Hair and Beauty Suite.

The School has four main feeder schools which provide about 70% of our students with the remainder coming from other local schools. The town is served by two Further Education Colleges and 93% of student's progress directly to Further Education. Our partnership with all our external partners, including businesses is strong.

### **Basingstoke**

Basingstoke, population 100,000, is situated in the north of Hampshire, close to both Berkshire and Surrey. Pleasant, undulating and frequently wooded countryside surrounds the town, which is within easy reach of centres such as Winchester, Newbury and Reading. Salisbury, Southampton, Oxford and Swindon are not too far distant and one can travel by road or rail to London in less than an hour. The M3 is adjacent and the M4 close and the town boasts a modern shopping centre, Festival Place.

Basingstoke, and its surroundings, has a rich and varied history. The most rapid development has taken place in the last thirty years, since when Basingstoke has been transformed from a quiet market town into a thriving commercial centre. This has meant extremely good employment prospects.

Basingstoke also enjoys a diverse cultural life. This active artistic input has been greatly enhanced by the total redevelopment of the Haymarket Theatre, and through the £5 million Anvil Concert Hall.

There are eight secondary schools in the town and two Colleges of Further Education.

## The Costello School Role Description, from September 2015

<b>Job title</b>	<b>Subject Leader – Food &amp; Hospitality</b>
<b>Remuneration and suggested remitted time (note that this can vary over time)</b>	TLR 2a £2,721  9 periods per timetable cycle of 2 weeks
<b>Line Manager</b>	Curriculum Team Leader
<b>Job Purpose</b>	<ul style="list-style-type: none"> <li>- To work as required within the curriculum team to complement the CTL and other colleagues on reasonable areas of responsibility agreed with the Team Leader.</li> <li>- To build a <b>'growth mindset'</b> culture within the Curriculum Team, contributing to the achievement, standards and progress of students.</li> <li>- To model and promote <b>'high aspirations &amp; excellence for all'</b></li> <li>- To model and promote The Costello School Character Virtues: <b>'honesty, courage, respect, justice, self-discipline, empathy, community'</b>.</li> <li>- Have impact on the educational progress of students other than own classes/students assigned</li> <li>- Lead, develop, enhance the teaching practice of other staff</li> </ul>
<b>Main Duties &amp; Responsibilities</b>	<p>The Subject Leader is <b>co-responsible</b> for the standards of teaching in this area of the curriculum, and for the consequent learning and progress made by students, and also for:</p> <ul style="list-style-type: none"> <li>- High quality schemes of work in all relevant Key Stages.</li> <li>- The setting of homework in line with school policy.</li> <li>- Effective assessment in all areas, ensuring that all stake holders, particularly students, are able to gauge progress accurately* and set challenging and appropriate targets.</li> <li>- Marking and feedback to students carried out by the team.</li> <li>- A vibrant programme of co-curricular opportunities for students.</li> <li>- Behaviour for learning in the subject in line with school policy and practice.</li> <li>- The maintenance and development of the physical learning environment to inspire students.</li> <li>- The effective deployment of adults in the classrooms, including LSAs.</li> <li>- Initial Teacher Training.</li> <li>- High quality information to parents, for example through the school's reporting schedule.</li> <li>- Results in public examinations and other assessments.</li> <li>- Supporting students with their onward learning choices, including FE.</li> </ul> <p>In order to meet these responsibilities the Subject Leader has a number of core <b>duties</b>, which will include the following, to be agreed with the CTL:</p> <ul style="list-style-type: none"> <li>- To ensure the maintenance and development of excellent subject knowledge &amp; pedagogy within the team.</li> <li>- To carry out lesson observation activities leading to accurate self-evaluation evidence and raised standards in the classroom.</li> <li>- To lead and manage students' grouping in a way which allows high levels of achievement and attainment.</li> <li>- To ensure comprehensive knowledge of individual students' needs (Pupil Premium, SEN, G &amp; T etc), leading to effective planning.</li> </ul>

	<ul style="list-style-type: none"> <li>- To contribute to effective curriculum team meetings, and to make appropriate contributions to all other relevant meetings across the school.</li> <li>- To manage all communications with parents well; to respond in a timely way to parental concerns, complaints and queries.</li> <li>- To manage interventions where student progress is below expectation.</li> <li>- To develop partnerships beyond the school to facilitate the learning of students.</li> <li>- To ensure curriculum team alignment with all school policies.</li> <li>- Other duties and responsibilities that the CTL/Head Teacher may reasonably request.</li> </ul>
<b>Any other information</b>	<p>*Particularly important as we move away from nationally agreed NC levels in KS3.</p> <p>Whilst every effort has been made to explain the main duties and responsibilities for the post, each individual task undertaken may not be identified. The Costello School expects flexibility in all of its employees.</p> <p>This job description is current at the date shown but, in consultation with the post holder, may be changed by the Head Teacher to reflect or anticipate changes in the job commensurate with the grade and job title.</p> <p><b>Upper Pay Scale:</b> UPS teachers play a critical role in the life of the school. They provide a role model for teaching and learning, make a distinctive contribution to the raising of pupil standards and contribute effectively to the work of the wider team. They take advantage of appropriate opportunities for professional development and use the outcomes effectively to improve pupils' learning.</p>

## THE POST

**When making appointments at the School will look to people who are:**

- good communicators
- committed to comprehensive education
- committed to the needs of all children
- committed to team work
- excellent classroom practitioners
- committed to personal professional development
- enthusiastic, hardworking with a good record of attendance
- committed to improving the quality of education
- committed to equal opportunities
- willing to contribute to extra-curricular activities
- willing to be involved in a tutorial programme
- able to liaise with students and parents
- and last, but not least, A SENSE OF HUMOUR!

The School is seeking to appoint a teacher who can make a significant contribution to the Department through a period of challenging and exciting opportunities.

The successful candidate will have:

- innovative and imaginative views of the curriculum
- knowledge of how effective teaching and learning take place
- a willingness to be involved in all aspects of school life

### **Application**

- Please complete the enclosed application form or complete on line at [www.costelloschool.co.uk](http://www.costelloschool.co.uk)
- Letter of application – this may be word-processed or hand-written in black ink. It should include an outline of how your experience, knowledge, skills and personal qualities will equip you for this post

***PLEASE DO NOT USE STAPLES***

### **Important Dates**

Closing date for receipt of applications: **21 May 2019 (noon)**

If you are short-listed, you will be asked to teach a class, as well as the formal interview.