MANOR SCHOOL
SPORTS COLLEGE

Teacher of Drama (Maternity)

Dear Applicant,



As Principal of Manor School, I am excited by the opportunities I have to develop our curriculum and teaching and learning provision due to our growing roll. I have ambitious plans and I am seeking to appoint dynamic and highly skilled teachers to join our team and contribute to raising the standard of education at Manor School still further. We are looking for professionals who have high aspirations and are ambitious for themselves and others.

My vision for our academy is driven by our values and a belief that we should be preparing young people to become outstanding young adults and make a contribution to the world as global citizens, be mindful of the mental and physical health of themselves and others and be thoroughly prepared for the world of work. In order to achieve this we focus on the interface between learning and welfare to achieve great outcomes, as well as developing personal characteristics and cultural capital through the range of experiences and opportunities we provide.

For staff, we have a positive and innovative culture within our dynamic and evolving organisation where teaching and learning, coaching and professional development are at the heart of all that we do. We have established an Excellence Pathways programme to ensure that all staff are able to take ownership of their career development and we invest significantly in training, development activities and providing research opportunities to enable the next steps in your career progression.

Whilst we have the highest expectations of our staff we recognise that teaching is a tough profession and the well-being of our staff is hugely important. As a result, we continuously pursue opportunities to manage workload effectively and promote a working environment that is positive, engaging and supportive.

In May 2016 OFSTED confirmed that Manor School remains a good school in all areas: achievement, quality of teaching, behaviour and leadership. The lead inspector made reference amongst other strengths to an 'inclusive culture that encourages students to celebrate their differences and to support each other in their learning and wider development'. We were delighted to receive such a good report on the new, more rigorous framework.

You'll find much more information about Manor School on our website, www.manorschool.northants.sch.uk to help your decision about whether to apply. You'd expect us to say that Manor School is an excellent place to work and learn and, I would encourage you to visit us and talk to students and colleagues, so that you can properly test our opinion.

I hope you do believe that Manor School could be the right place for you and that you will make an application to join us.

With best wishes,

Jay Davenport

Who are we?

Nene Education Trust

Manor School Sports College is part of the Nene Education Trust; formerly the Manor Learning Trust. It is an exciting time for the Trust; two local academies recently joined the group and there are plans for further development and growth.

The Trust's vision is 'Developing character, raising aspirations and celebrating achievement'. We aim to ensure our children and young people are continually challenged to successfully complete their education, develop self-confidence and self-esteem, and to be proactive in determining their career pathway.

Each academy has its own unique character, which will be retained as the Trust grows but we aim for a collaborative approach to improving and enhancing the educational provision and opportunities for the young people in the communities we serve. All aspire to provide opportunities for good learning and developing life relationships in environments where staff and students feel safe, respected, and able to pursue the highest possible progress and academic achievement for all.

Central to our approach are our core values of respect, enrich and nurture and all staff members within our Trust are expected to uphold similar values and put these at the heart of all they do.

MANOR SCHOOL SPORTS COLLEGE

STANWICK PRIMARY ACADEMY

Windmill Primary School

Newton Road School
DREAM | BELIEVE | ACHIEVE

St Peter's C.E. Academy

Manor School Sports College



Manor School is a heavily over-subscribed and growing community 11 – 18 secondary academy serving the town of Raunds in East Northamptonshire. We are proud to be part of Nene Education Trust and share a clear vision to encourage all our students and staff to work hard, play hard and achieve; leading to 'Success for All'.

By visiting us and making use of the facts and data readily available online, you'll discover that our students achieve well, levels of attendance and parental support are very good. We are proud of our English provision and outcomes, we promote the STEM subjects with rigour and are unwavering in our support and emphasis on sport and the Arts for which we are locally renowned.

Most significantly, at Manor School we know that we are responsible for education in its widest sense. We encourage and support students to be innovative and creative, to set the bar high in order to excel both academically and in developing the personal characteristics and cultural capital required to be outstanding young adults.

What are we looking for?

Teacher of Drama (maternity cover) - Roles and Responsibilities

All staff at Manor School make an important contribution its success and future development. Teachers have a vital role in developing and promoting the Culture & Welfare and Teaching, Learning & Assessment aspects of the academy. This includes but is not exclusive to:

- working with the successful Creative Arts department team to implement the vision and policies to ensure we continue to achieve our aims;
- contribute as part of a talented department to the development of a unique, values-driven curriculum;
- maintain and improve the quality of teaching and learning via the implementation of the Manor School teaching and learning strategy;
- consistently deliver high quality provision and outcomes;
- contribute to the positive well-being of all members of our school community by ensuring they are treated with respect, tolerance and encouraged to demonstrate positive behaviour and the desire to work hard.

The growth of the academy enables us to expand and enhance our staff team and provide opportunities for personal development and progression. We require everyone's contribution to drive forward academy improvement and deliver on our vision of 'Success for all'.



Job Description

Post Title	Teacher of Drama (maternity cover)

The current School Teachers' Pay and conditions Document and the DfE standards for teachers apply to this post.
The Nene Education Trust (NET) is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

1. Core Purpose

- To contribute to the work of the department in maximising the progress and achievement of all students
- To develop, implement and deliver an appropriately broad, balanced, engaging, relevant and differentiated curriculum for students and to support the drama department
- To monitor and support the overall progress and development of students as a teacher/form tutor
- To facilitate and encourage engaging and challenging learning experiences which provide students with the opportunity to achieve success
- To contribute to raising standards of student attainment
- To promote and support the academy's commitment to provide a wide range of opportunities for personal and academic growth
- To take part in marketing and liaison activities such as Open Evenings, Parents' Evenings, liaison events with partner schools, etc.
- Be a role model for students, inspiring them to be actively interested in learning and demonstrate teaching as an aspirational professional career
- To consistently promote and model academy policies and procedures
- To contribute to a school culture and environment that promotes the well-being of all students and staff

2. Teaching

- Teach consistently high quality lessons
- Plan and deliver high quality schemes of work and lessons that meet the requirements of the KS3, 4 and 5 curriculum when required
- To maintain appropriate records and to provide relevant accurate and up-to-date information for SIMs registers
- The accurate and timely completion of relevant documentation to support the tracking of students
- Set high expectations for students and other staff in relation to standards of achievement and the quality of learning & teaching
- Prioritise and manage time effectively, meeting agreed deadlines
- To plan and ensure the effective/efficient deployment of classroom support
- To positively promote and maintain discipline in accordance with the academy procedures, and to encourage good practice with regard to punctuality, attendance, behaviour, standards of work and homework
- Contribute to the development of schemes of work at all Key stages in the department and adhere to them in practice
- Promote aspects of Personal Development, Literacy and Numeracy in relation to subject area
- Ensure continued professional development in line with the role to update subject knowledge and expertise and keep up to date with developments in teaching practice and methodology, in general
- Promote learning in subject area through agreed out of hours activities
- Contribute to ensuring a high quality learning environment within the department; with a particular focus on own classroom

3. Assessment, Feedback and Tracking

- To implement, monitor and evaluate the assessment and feedback to students in line with whole academy and department policy
- To follow department monitoring and tracking policies and systems relating to students attainment, progress and achievement and keep appropriate records
- Mark, grade and give written/verbal and diagnostic feedback to students as required and in accordance with academy policy
- Undertake assessment of students as requested by external examination bodies, curriculum areas and academy procedures
- Assess, record and report on the attendance, progress, development and attainment of students in accordance with academy policy and procedures
- To use student progress data and tracking information to inform teaching and learning and implementing appropriate interventions; with particular reference to identified groups
- Comply with setting and assessment arrangements as required by academy policies, including standardising those assessments

4. Student Support and Progress

- To be a form tutor to an assigned group of students if and when required
- To promote the general progress and well-being of individual students and the tutor group as a whole
- To liaise with the relevant pastoral leaders to ensure the implementation of the Student Support system
- To register students and encourage their full attendance at all lessons and their engagement with all other aspects of academy life
- To evaluate and monitor the progress of students and keep up-to-date student records as may be required
- To contribute to the preparation of Department Excellence Plans and other reports as required
- To alert the appropriate staff to problems experienced by students
- To communicate as appropriate, with the parents/carers of students and external agencies outside the academy concerned with the welfare of individual students, after consultation with the appropriate staff
- To contribute to Work, World and Wellness (PSHE), citizenship and enterprise as required and according to academy policy
- To apply the Behaviour for Learning policy so that effective learning can take place
- Meet with students over whom there are concerns and contact home where necessary in conjunction with student support teams
- Take active responsibility for safeguarding children and support and promote the application of Safeguarding and Safe Practices policy within the academy
- Comply with the academy's Safeguarding Policy in order to ensure the welfare of children and young persons

5. Personal Responsibilities

- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example
- To actively promote academy policies and procedures
- To comply with the academy's policies including Safeguarding and Health & Safety policy and undertake risk assessments as appropriate
- To be courteous to colleagues, visitors and telephone callers and provide a welcoming environment
- To undertake duties before the academy day, at break, at the end of the lunch period and after the school day on a rota basis
- To attend meetings scheduled in the school calendar punctually
- To set high quality cover work during any leave of absence
- To comply with staff code of conducts including professional dress code expectations

Person Specification

	Essential	Desirable
Education & Qualifications	• Graduate and qualified teacher • Evidence of continuing and recent professional development	• A higher degree in relevant discipline
Relevant Knowledge & Experience	• A proven track record of recent and successful class teaching in mixed ability classes of age 11-19 students (or of successful training for NQT's) • Good understanding of current theory and best practice in teaching and learning, particularly how it relates to achieving high rates of student progress and improved outcomes • Thorough knowledge and understanding of the subject area • Excellent understanding of the strategic importance of ICT to raise standards and a commitment to e-learning across the curriculum • Effective use of Assessment for Learning to engage students as partners in their learning • Knowledge and understanding of effective strategies for creating a positive learning environment and maintaining high standards of discipline in accordance with the academy's policy • An understanding of equality of opportunity issues and how they can be addressed in the academy	
Skills & Abilities	• Able to teach subject up to Key Stage 4 • Demonstrate the skills of a good classroom practitioner • Able to inspire, engage and motivate students • Provide appropriate levels of challenge, so that students make at least good progress • Use methods and resources that enable all students to learn effectively • Use assessment information effectively to differentiate and plan next steps in students learning • Make effective use of time	• Able to teach Key Stage 5

Skills & Abilities (continued)	• Ensure effective and appropriate management of student behaviour and secure high standards of behaviour • Make effective use of teaching assistants and other support • Enable students to develop as independent learners and acquire new knowledge and skills • Enable students to develop self-esteem and respect for others • Create a positive, well organised and stimulating learning environment	
Personal Qualities	• Ability to make a significant contribution to the academy's ethos that promotes high achievement • A commitment to raising achievement with high expectations evident in all lessons • Ability to work as part of a team to plan, design and implement an innovative and challenging curriculum • A commitment to further your own professional development and to the principle of continuous improvement • Commitment to safeguarding and promoting the welfare of children and young people • Passion for the profession and providing young people with outstanding opportunities • Sense of humour, presence, drive and flexible/agile 'can do' attitude • Excellent interpersonal skills • Resilience, energy and ability to solve problems • Excellent written and oral communication and presentation skills • Willingness to take part in extra-curricular activities including trips and visits	• Wide range of interests

What can we offer?

We offer the opportunity to:

- help shape the future of our academy and Trust
- teach highly motivated and talented students
- work with colleagues that are valued, well qualified and highly motivated
- experience fantastic and varied opportunities for professional development
- fast track your personal development through research opportunities and membership of key professional organisations
- work in an academy where there is a genuine belief in the importance of staff well-being
- use our onsite fitness suite and gym at discounted rates
- live and work in a semi-rural location that offers competitive house prices, with outstanding leisure and shopping facilities and excellent transport links to all areas of the country.

How to apply

Please complete the teaching application form in full in black ink or type. CVs are not accepted and should not be submitted as part of the application.

Your supporting letter should be no more than 2 sides of A4 and should enhance your application by highlighting the specific skills and experience you could bring to the role, and provide us with an indication of your philosophy towards the curriculum and teaching and learning in general.

To arrange a visit or if you would like a general conversation about the role, please contact Sandra Rodway, Teaching & Learning and Curriculum Manager, in the first instance on 01933 627083 or email sandra.rodway@manorschool.northants.sch.uk.

Please return completed applications to this email address or by post to the academy, FAO Jay Davenport, Principal.

The closing date for this post is 9am Tuesday 23 April 2019

Interviews will be held on Wednesday 1 May 2019

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www.manorschool.northants.sch.uk

01933 623921

@Manor_School