



# Stanborough School



# **SUBJECT LEADER: GEOGRAPHY**

**Information Pack for Candidates**

**January 2020**

# Welcome

Dear Candidate,

January 2020

Thank you for your interest in the role of Subject Leader: Geography. We are delighted that you see Stanborough as a school where you can make an impact. This position will offer an exciting opportunity for the successful applicant to work with us as we continue to develop our thriving and dynamic school.

It has been a privilege to lead Stanborough School from September 2018. My team share an educational philosophy which promotes the highest expectations and consistent pastoral care. Our core aim is to nurture enquiring minds and to inspire our youngsters to pursue their dreams, leaving our school ready to excel in a future which has limitless possibilities.

Our aim is simple, we want to be a truly outstanding school in every sense of the word and we want to be confident that our students get the best possible education that is ambitious, varied and stimulating. At the heart of everything we do is a desire to ensure that our students receive the highest standards of teaching and learning. Our curriculum is broad and academically challenging in order to prepare students for the rigours of further study or work.

At Stanborough, we care passionately about the development of each student's character, their personality and social skills, the way they treat others and the contribution they make to society. We place strong emphasis on outstanding behaviour. Excellent learning is underpinned by excellent behaviour. We expect our students to show respect when interacting with other members of the school community and to uphold the reputation of the school in the local area.

From September 2019 we became an 8 form entry school. Raising our intake number is a reflection of the success and popularity of Stanborough School in our local area.

Thank you for your interest in Stanborough. If you are passionate about education and really feel you can make a positive difference to students' lives then we look forward to receiving your application to join us at Stanborough.



Mrs M John  
Headteacher



# Stanborough School

Stanborough School is an 11-18 co-educational Academy that sits on the southern fringe of Welwyn Garden City. The school currently has 1096 Students. Due to parental demand for places at the school, from September 2019 the school expanded to 8 form entry. This has required a substantial amount of new premises work to be completed which includes a new teaching block as well as a drama and music block.

We pride ourselves in being a fully inclusive school that serves our local community and on being a school that does its best for each individual student so they can achieve their potential during their time at Stanborough.

Stanborough is proud of its community involvement. We work closely with the four other local Secondary Schools as part of the Welwyn-Hatfield 16-19 Consortium. We also take a leading role in hosting and developing a number of other key community developments such as the Handside Schools Partnership with a local special school and primary school.

The school boasts excellent facilities including our first-rate IT resources, a legacy of our Specialist Computing Status. With a dedicated Technology block, Sports Hall, Sixth Form Centre and recently refurbished outdoor sports pitches, the students enjoy some outstanding facilities. Our excellent resources in all curriculum areas also show our commitment to giving students a wide variety of curricular opportunities including technology, the performing arts and computing.

Our greatest asset at the school is our staff. We want the best educators for our students and through exceptional retention we have a stable staff with very low turn-over. A number of staff who started at the school as NQTs now find themselves in senior positions at the school.

With the appointment of a new Headteacher from September 2018, this is an exciting time to join the school and become part of an ambitious and hard-working team dedicated to moving the school forward. We are looking for teachers who will embody our four principles of High Expectations; Mutual Respect; Quality Learning and Success for All.





# Welwyn Garden City

Welwyn Garden City is a town in Hertfordshire with a population of just under 50,000 people. Welwyn Garden City was the second Garden City to be built, founded in 1920 and it exemplifies the physical, cultural, social and planning ideals of the time it was built.

## Location and Transport Links

Welwyn Garden City enjoys superb communication links. Stanborough School sits five minutes from the A1(M) and approximately 10 minutes from the M25. The M1 is only a 30 minute drive away. The train station in Welwyn Garden City is on the main East Coast Line linking Scotland to London and Kings Cross station is a 30 minutes train journey.

Luton Airport is less than 30 minutes away and both Heathrow and Stansted Airports are less than an hour's drive away. The town is also a central hub for local bus services which link it to the rest of Hertfordshire.

## Facilities and Amenities

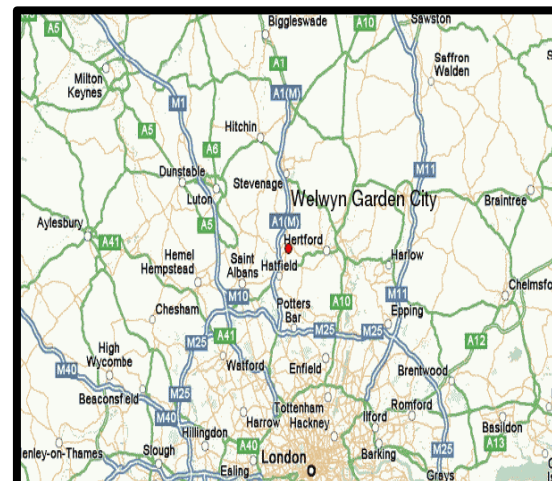
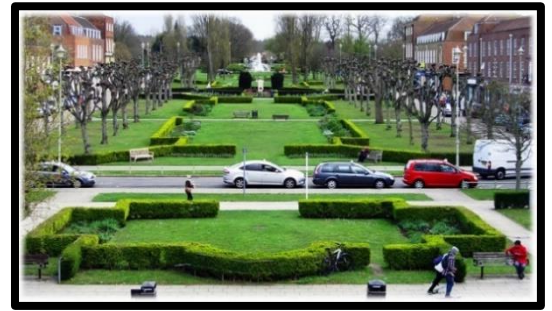
Stanborough School is a two minute walk from the Gosling Sports Park and is only a short car/bus journey to the University of Hertfordshire Sports Village in Hatfield. A range of shops, bars, restaurants and cafes can be found in the Town Centre as well as in the local Galleria shopping centre. St Albans, Hitchin and Hertford are all around 30 minutes away and all offer a range of retail and leisure experiences.

The town also has the QEII Hospital, a theatre, cinema and numerous other cultural and leisure facilities. Stanborough School lies at the southern edge of the town and the school grounds back onto the Stanborough Lakes Country Park.

## Housing and Accommodation

A range of accommodation options are available in the local area and there is a thriving rental market. The excellent transport links allow many staff at the school to live in other parts of Hertfordshire as well as North London.

Help and advice can be given by the school if accommodation is required.



# What can we offer you at Stanborough?

- The chance to work in a thriving, developing and expanding school that puts the student at the heart of everything it does.
- The chance to work with some amazing staff who are passionate about developing the young people in their care.
- A well developed and personally tailored staff development offer that meets the needs of individual staff members.
- An expanding school with great facilities with two current building projects to improve these even further.
- An opportunity to be involved in the 16 – 19 Welwyn Hatfield Consortium, one of the oldest and well-established of its kind in the UK. This involves close links and collaboration with four local schools.
- Great resources for staff, including free parking on site, a laptop loan scheme, good rail and road links to the school and an attractive edge of town location next to Stanborough Lakes and Gosling Sports Park.
- A chance to take part in the nationally recognised OTI (Outstanding Teacher Initiative) Scheme which is offered to all staff members on an annual basis.



## STANBOROUGH SCHOOL GEOGRAPHY DEPARTMENT

The Geography Department delivers Geography lessons to Years 7-13. Geography is taken by students at both GCSE and 'A' Level. The department is part of a large and successful Humanities Faculty in the school.

At Key Stage 3 all teaching is in mixed ability groups and the Geography department has well developed schemes of work and lesson plans with accompanying resources to aid staff in teaching students with a wide variety of needs. Most GCSE groups are also mixed ability which works well at the school.

We currently follow the AQA GCSE geography specification which is 100% examination.

At GCSE we study six units of work and carry out fieldwork in the local area. The 3 units of the final exam include:

- Unit 1: Living with the physical environment.
- Unit 2: Challenges of the human environment.
- Unit 3: Geographical applications



At 'A' level we also study the AQA A syllabus. We study core units of work: The Water & Carbon Cycles and Global Systems & Global Governance. In addition to these we cover the following topics: Changing places; Contemporary urban environments; Coastal systems and landscapes and hazards. Students also have to complete an independent fieldwork inquiry.

Teaching staff in the Geography department place great emphasis in promoting an ordered and disciplined learning environment, and all the subject leaders place a high priority on supporting their staff in dealing with any problems. All decisions are collectively arrived at and all resources are collegiately planned, prepared and produced. The department is committed and hardworking and relationships within it are co-operative and supportive. It is the norm for staff to take the time to go in and observe each other teach to share good practice.

The Faculty Office is situated on the first floor of the main school. Each geography classroom is equipped with an interactive whiteboard. Other residential visits organised by the department include an Iceland visit.





# SUBJECT LEADER GEOGRAPHY



## JOB DESCRIPTION

**Grade:** TLR.

**Responsible to:** Curriculum Leader: Humanities

### Main Purpose:

To lead the subject area within the Humanities Faculty and to support the Curriculum Leader: Humanities in achieving high standards in all aspects of the faculty.

### Main Responsibilities:

- To support the Curriculum Leader in ensuring that the team of staff in the faculty enables students to achieve at the highest possible level.
- To proactively plan, support and intervene to ensure the highest standards of teaching and learning across all Key Stages in your subject area.
- To support the Curriculum Leader for the leadership, management, performance and development of the subject within the faculty.
- To be accountable for the performance of the department to the Curriculum Leader, Headteacher and the Governing Body of the school.

### Job Context:

You will act as a middle leader in the school. By leading all colleagues teaching your subject effectively you will engender a positive team spirit and sense of collaborative responsibility for the students that they teach. You will be expected to contribute to the effective operation of the school as a whole, leading by example and supporting the school ethos. You will operate within the ethos of a larger faculty, taking a leadership responsibility for geography throughout the key stages of the Faculty and under the overall leadership of a Curriculum Leader. Your work will be supported by non-teaching staff within the school by arrangement.

### How you do the job:

- Lead and promote high expectations in student achievement at all Key Stages, ensuring that effective strategies are in place for each student to achieve their best.
- Ensure that appropriate and effective assessment information is available from your subject throughout all Key Stages for all stakeholders and that all assessments are planned and carried out appropriately.
- Monitor standards in teaching, learning and assessment across all Key Stages, reporting to the Curriculum Leader, ensuring the effective and innovative delivery of the National Curriculum, promoting high levels of student motivation and participation in lessons. In particular plan coursework assignments and monitor their delivery, marking and standards achieved by students plan appropriate moderation, in conjunction with the Curriculum Leader.
- To report at each Progress Update the progress of students in your subject and supporting staff to intervene as appropriate.
- To develop the curriculum across all Key Stages in the subject in partnership with senior curriculum staff.

- To produce a department Middle Leader's Report and Improvement Plan by writing objectives relevant to your subject and the curriculum as a whole in conjunction with the Curriculum Leader.
- Support and develop your subject within the Welwyn Garden City and Hatfield 14 – 19 Consortium, leading or contributing to meetings as appropriate.
- Support your team of staff, inducting new staff as necessary; inspiring and motivating them to achieve their best on behalf of the students.
- Oversee the department area, ensuring that the environment promotes effective learning for all and is a stimulating place to work.
- Review and report annually on the standards of attainment, leadership, teaching and learning at all Key Stages.
- Conduct performance appraisal meetings and reviews within the department as arranged in the school 'web' structure and in discussion with your Curriculum Leader, supporting personal and professional development.
- Develop and promote links in the community, with other local schools and with outside agencies and local community groups and businesses as a way of developing learning for students in a broad and exciting context.
- Manage resources and budget in accordance with school policy and in consultation with your Curriculum Leader and the rest of the team.
- Ensure the smooth running of your subject on a day to day basis, including the operation of school policies and appropriate health and safety requirements and practices.
- Proactively support and enhance all strategies to positively promote the school; through liaison with parents, outside agencies and the community; and through school events, Open Evenings and the Learning Review process.

### **Knowledge, experience and training:**

You should have the relevant subject knowledge and experience to lead a team of teachers by example in promoting effective learning. Your professional development and training will be met within the context of your needs and those of the school, and supported by your Curriculum Leader.

As a successful Subject Leader you will require excellent interpersonal skills, and the ability to lead your area as part of a larger team. Your 'passion for learning' and team-working skills are central to the success of the role as are your understanding of students needs and of pedagogical issues. Above all your ability to work in an 'emotionally intelligent' way with staff and students, and to model the four principles of the school, will contribute to the wider success of the school as well as your team.

### **Additional information.**

All staff at Stanborough have a comprehensive package of support, training and performance management, giving scope for personal and professional development.

It is a requirement of all staff that they sign the IT Acceptable User Policy, and all staff will be expected to attend Safeguarding and Prevent training.

*Whilst every effort has been made to explain the main responsibilities and duties of the post, each individual task to be undertaken will not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. The job description is current to the date shown but, in consultation with you, it may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.*

January 2020



# Subject Leader: Geography Person Specification

## Qualifications

Essential	Desirable
<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• First degree</li> <li>• Understanding of child safeguarding issues and successful measures that promote and ensure the safeguarding of children</li> <li>• Knowledge of current legislation, guidance and developments relating to the subject area</li> </ul>	<ul style="list-style-type: none"> <li>• Continuous on-going Continuous Professional Development</li> <li>• Willingness and desire to undertake further professional development and training</li> </ul>

## Knowledge and skills

Essential	Desirable
<ul style="list-style-type: none"> <li>• The ability to demonstrate good subject and curriculum knowledge</li> <li>• Successful experience in teaching geography</li> <li>• The ability to manage behaviour effectively to ensure a good and safe learning environment</li> <li>• An understanding of the principles of good classroom management and planning</li> <li>• Ability to challenge and support all students to do their best</li> <li>• Holding positive values and attitudes and adopt high standards of behaviour in a professional role</li> <li>• An understanding of and commitment to equal opportunities for all students</li> <li>• Ability to challenge and support all students to do their best</li> <li>• Having an extensive knowledge and well informed understanding of a range of learning, teaching and behaviour management strategies</li> <li>• Leadership of key developments within a Geography/Humanities faculty</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of recent initiatives and issues in education</li> <li>• Using IT as a curriculum tool to improve standards</li> <li>• Knowledge and experience of curriculum development</li> <li>• Involvement in and organisation of wider school activities, including extra-curricular activities and residential visits</li> </ul>

## Professional Attributes:

Essential	Desirable
<ul style="list-style-type: none"> <li>• Holding positive values and attributes and adopt high standards of behaviour in a professional role</li> <li>• An understanding of, and commitment to, equal opportunities for all students</li> <li>• Genuine commitment to high quality teaching</li> <li>• Developing, supporting and leading other members of staff</li> <li>• The ability to lead the department and its staff for the benefit of the students</li> </ul>	<ul style="list-style-type: none"> <li>• A willingness to participate actively in the life and work of the school to support its ethos and culture</li> </ul>

## Personal skills:

Essential	Desirable
<ul style="list-style-type: none"> <li>• Highly effective communication skills with both children and adults</li> <li>• Effective time management skills and an ability to meet deadlines and work under sustained pressure</li> <li>• Commitment to implementing whole school policies relating to the safeguarding of children</li> </ul>	<ul style="list-style-type: none"> <li>• Proven track record of successful teamwork</li> <li>• Raising standards in conjunction with other members of staff</li> </ul>

The above will be evidence by a variety of means including:

Application Form

Letter of application

References

Interview process

# How to apply and the Selection Process

**8<sup>th</sup> to 22<sup>nd</sup> January 2020**

## **Application Window**

A visit to the school before applying is encouraged.

**22<sup>nd</sup> January 2020**

## **Deadline for applications**

**(10 a.m.)**

Applications should be sent to **[sdelaney@stanborough.herts.sch.uk](mailto:sdelaney@stanborough.herts.sch.uk)**

All candidates will be contacted by email, both those shortlisted and those not successful. Details about date and time of final interviews will be given to successful candidates. Candidates will also be given a topic to prepare for their lesson observation prior to interview.

**Week commencing  
27<sup>th</sup> January 2020**

## **Formal interview at the school**

