Robert Barclay Academy

Education for a changing world

Part of Scholars' Education Trust

#LeadersNotFollowers



Vision:

In our school community, we have high aspirations for every individual. We firmly believe it is our duty to provide the very best all round educational experience and prepare students for a happy and successful life in an ever changing world!

TEACHER APPLICATION PACK

Head of Maths

MPS/UPS + TLR or Leadership Scale for the right candidate

September 2019 (Full-time)

Plus Fringe Allowance and up to £1500 relocation bursary

Robert Barclay Academy

Education for a changing world

Contents

Welcome Letter	3
Extended Leadership Package	4
Meet the Team	5
The Maths Department	6-8
The Advert	9
Job Description	10-11
Person Specification	12
Why teach in Broxbourne?	13
How to Apply and Benefits	14
Selection Process	15

Follow us on Social Media!

Twitter:

@RBAcad

@RBAwellbeing

Facebook:

@RobertBarclayAcademyHoddesdon

PiXL Partners in excellence

Arts Council England ARTSMARK GOLD

Evidence for the Frontline

Alban TSA Teaching School Alliance



Dear Candidate,

Thank you for showing an interest in working at Robert Barclay Academy, part of Scholars' Education Trust. Due to internal promotion we are looking for an enthusiastic Head of Maths to join our very successful and cohesive department. The successful candidate will be dedicated and creative, an effective teacher and have ambition to develop their leadership skills further. We work collaboratively within the school and with the other schools across the Multi-Academy Trust and ensure that, whether you are relatively new to teaching, or more established, **you are fully supported** to ensure that you will be a success.



You will be joining the school at an exciting time: we are continuing our journey of rapid improvement. Since becoming part of the Trust, our Progress 8 Score over the last 2 years has confirmed that our students perform to national expectations. Sixth Form A-Level results also placed us in the **top 25% of all schools nationally** for value-added.

Our students are our biggest asset; they are polite and well-mannered, well presented and take a pride in their school. Teaching and Learning is at the heart of everything that we do. We were particularly pleased with the feedback from a Local Authority Review (March 2016) **"...lessons are exceptionally well planned, with good resources and effective differentiation for various groups of students".** We continue to challenge ourselves and demand the best from our students in order that every student makes the progress they deserve.

Our ultimate aim is, of course, to be outstanding in every area. Quite simply, we want to ensure that 'hand on heart', we are providing the best education for our students. They deserve it, and **we want to ensure it is better here than anywhere else**. It is this mission that drives us to success. Hopefully, this is something you can contribute to and help us to make a difference. If appointed, you will have the opportunity to contribute to a professional and hard-working Maths Department. Your support and leadership will **make a real difference** to continue the journey of success of the department.

As an 'outward-facing' school, we work closely with Sir John Lawes School, Harpenden, Samuel Ryder Academy, St. Albans and the Alban Teaching School Alliance and we are a PiXL school, with the benefits of training, ideas and resources all these strong connections bring. **I believe in the power of collaboration** in school improvement and we are seeing the benefits of this at Robert Barclay Academy through being part of an 'Outstanding' MAT.

This pack contains lots of information about the school and the department. If you would like more information, or to visit, please feel free to contact the school by telephone or by e-mail and we will be more than happy to accommodate your requests. Finally, if you are passionate about working with young people and really believe you can join our team in making a difference, then I warmly invite you to apply. This will enable you to take a look at us in more detail and really experience at first hand the friendly and professional environment we have established.

Ced de la Croix,

Headteacher

Robert Barclay Academy
Education for a changing world

'Leadership' Package

Robert Barclay Academy is a forward thinking and supportive school which understands that our staff are crucial to our future success. We have a strong wellbeing and professional development culture and try to ensure that we balance workloads whilst expecting the best from each and every member of our community.

We can offer:

* Professional Bursary of up to £1500 to support your relocation.
* Alban Teaching School Alliance Leadership Programmes are available annually.
* Dedicated Leadership Mentor as well as direct line manager. The current Head of Department has been internally promoted to Assistant Headteacher and will be available for support.
* An opportunity to be part of the Wider Leadership Team (which meets with the SLT once per half term).
* All our staff enjoy tailored Continuing Professional Development (CPD) pathways.
* Opportunity to contribute to the whole-school strategy for Teaching and Learning including HertsCam, Evidence for the Frontline and other initiatives.
* A school where 'wellbeing' is placed at the heart of decision making.
* You will be part of the wider group of schools within Scholars' Education Multi-Academies Trust, meaning that you have promotion opportunities, access examples of outstanding practice and advice and a 'team' approach to education.
* Opportunities to meet regularly with the Head of Maths from the other Trust schools and develop your leadership skills.

We are committed to supporting you, whatever the stage of your career.

Meet the Team



As a core department, we value the importance of teamwork. We support each other, working collaboratively across all key stages, sharing schemes of learning and resources to maximise opportunities for creativity and team-teaching. Together, we ensure the highest standards of behaviour and learning in the classroom.

Head of Department	**Mark Rome** (Senior Leadership Team member)
Alan Martin	Teacher of Maths
Shuel Ahmed	Teacher of Maths i/c Key Stage 3
Keri Highfield	Teacher of Maths
Mark Bedford	Teacher of Maths
Dawn Fox	Teacher of Maths
Jamie Cassar	Trainee Teacher
Sophie Melhuish	Teacher of Maths/PE
Jill Cooper-Bland	Teaching Assistant - dedicated full time to Maths

How could you develop and support this successful and cohesive team towards further success?

Introduction

Our department is a well developed team of dedicated and enthusiastic mathematicians (all specialists). We are passionate about maths and pride ourselves on creating an exciting, challenging and supportive environment which will allow students to thrive and make good progress.

Examination Results

Our results have improved rapidly at GCSE and A-level, and we have a growing number of students progressing on to study Maths and Further Maths in the Sixth Form and at university.

GCSE Results

This year Maths achieved 59% Grade 4 and above and 33% Grade 5 and above. This

	2017	2018	Difference
Grade Level 4+ Maths	59%	59%	0
Grade Level 5+ Maths	30%	33%	+3% ↑
Grade Level 7+ Maths	5%	7%	+2% ↑

is a vast improvement on where the department was three years ago (an increase of 15%). However, we recognise that this does not reflect our true potential as we strongly feel that the outcomes are lagging behind the good quality and teaching that is now firmly in place at Key Stage 3, and as staffing has become stable over the past four years. Our predictions for 2019 indicate that we are on course for 55% Grade 5 or above.

A-Level Results

The School uses ALPS to measure performance in the Sixth Form and this year the department gained an ALPS Grade 5. This is an improvement on previous years and reflects the overall improvements that have been made in this area.

Students and Curriculum

Maths groups are set by ability throughout Key Stages 3 and 4. The majority of GCSE students study for the AQA (although we often review the exam board entry for different cohorts).

Key Stage 3

In Years 7 and 8 students follow the Key Stage 3 Curriculum. To support this, all classes use and have access to the Essential Maths textbook which have recently been purchased. Student feedback has been positive and progress across the year 7 and 8 has been good.

Key Stage 4

We currently study the AQA exam board. Students start GCSE Maths in Year 9 so they have 3 years to complete the course. The students have 8 hours a fortnight in Years 9 and 10 and 9 hours a fortnight in Year 11.

Key Stage 5

At Key Stage 5, we offer A-Level Maths and have recently launched Further Maths. In addition to this, we also provide A-Level Financial Studies. All of these courses are extremely popular and indeed they are the most popular A-level subjects.



Extra-Curricular Activities

We run various clubs, competitions and activities throughout the year including Maths Club. We regularly host visiting speakers and Maths roadshows and are keen to develop opportunities for students to participate in Maths activities. We have a growing number of students who are showing an interest in Maths or Engineering as a career and are currently looking into developing our cross-curricular STEM provision and offering opportunities for students to achieve Crest Awards.

We also enter a number of students annually to the Maths Challenge (Junior, Intermediate and Senior) and we are also very successful.

The department's staff give up an enormous amount of their time after school, at lunchtime and during holidays to provide revision classes to the examination students.

Facilities

The department is housed in its own dedicated block. This contains 6 teaching rooms all of which have IWB and a standard whiteboard. The department also has a dedicated Teaching Assistant.

We never rest on our laurels; we strive to inspire students, and to improve their enjoyment and achievement in Maths lessons.



Head of Maths

Full Time

Inclusive of Fringe allowance and up to £1500 for relocation.

Salary - MPS/UPS + TLR or Leadership Scale for the right candidate

Other Scholars' Education Trust benefits are also available.

Start date: September 2019

Robert Barclay Academy is part of Scholars' Education Trust (formerly Sir John Lawes Academies Trust). We are looking for an excellent Head of Maths to provide professional leadership and management.

The successful applicant will have a clear vision for the faculty and the strategic leadership skills to deliver significant improvements. You will be an outstanding practitioner who has the vision, energy and drive to further improve standards of achievement and ensure teaching is of the highest quality across all key stages.

The Academy is part of Scholars' Education Trust creating a formal link with Sir John Lawes School (OFSTED Outstanding). We offer an innovative induction programme and professional development programme both at Robert Barclay Academy and across the Trust, recognising that our staff are the key to our success.

If you are interested in joining us at this exciting time, further details and an application pack are available from HR@scholarseducationtrust.co.uk or on 01727 734424.

Closing date for applications: 9am Friday 29th March 2019

Date of Interview: TBC

We reserve the right to make an appointment before the closing date, so early applications are encouraged.

Scholars' Education Trust is an equal opportunities employer. The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.

Head of Maths

Aim and main purpose of the job

To provide: professional leadership and management of the faculty; to secure high quality teaching; effective use of resources; and improved standards of learning and achievement for all students

Teaching and Managing Pupil Learning

The Head of Faculty in Maths will:

- Be able to teach across the full range of age and abilities,
- Act as a role model in leading subject staff in their own high quality teaching,
- Set expectations and targets for staff and students in relation to standards of achievement and the quality of teaching,
- Engage all subject staff in the creation, consistent implementation and improvement of schemes of work which encapsulate key school learning strategies,
- Lead curriculum development to ensure the delivery of an appropriate, comprehensive, high quality and cost effective curriculum programme,
- Review teaching and learning, monitoring the progress of all students including those requiring additional support or challenge to ensure students are engaged in their learning and achieve success.

Assessment and Self-Evaluation

The Head of Faculty in Maths will:

- Agree, monitor and evaluate subject student progress targets in KS3, KS4 and post 16 public examinations to make a measurable contribution to whole school targets,
- Establish and implement clear policies and practices for assessing, recording and reporting on student achievement and to assist students in setting targets for further improvement,
- Use data effectively to identify students who are underachieving and, where necessary, create and implement an effective intervention plan,
- Assist the designated SLT link in evaluating the standards of leadership, teaching and learning, consistent with the procedures in the school self evaluation policy and to use this analysis to take action to improve further the quality of teaching.

Relationship with Parents and the Wider Community

The Head of Faculty in Maths will:

- Establish a partnership with parents to involve them in their child's learning of the subject, as well as providing information about the curriculum, targets and attainment,
- Communicate effectively, both orally and in writing, with parents and Governors.

Head of Maths

Managing Staff and Own Performance

The Head of Faculty in Maths will:

- Prioritise and manage their own time effectively,
- Take responsibility for their own professional development to improve students' learning,
- Lead the learning of other staff members,
- Provide regular feedback for subject colleagues in a way which recognises good practice and supports their progress against performance management objectives resulting in a tangible impact on student learning,
- Establish clear expectations and constructive relationships among staff including team working and mutual support: devolving responsibilities, delegating tasks and developing accountability,
- Ensure all subject staff understand and are actively implementing the key aspects of the school's behaviour management policies.

Managing Resources

The Head of Faculty in Maths will:

- Oversee and evaluate the faculty budget allocation to ensure the budget is spent in line with subject learning priorities and best value principles,
- Organise and co-ordinate deployment of learning resources and monitor their effectiveness.

Strategic Leadership

The Head of Faculty in Maths will:

- Create a faculty development plan which contributes positively to the achievements of the School Development Plan which actively involves all subject teachers in its design and execution,
- Contribute to the development of whole school strategic planning and policies through membership of the School Improvement Groups and Heads of Faculty meetings.

Whilst every effort has been made to explain the accountabilities and responsibilities for this post, each individual task may not be identified.

This job description is current, but following consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the post which are commensurate with the salary and job title.

Personal Qualities	Essential	Desirable
Knowledge and Understanding		
* Good awareness of current educational developments	✓	
* Clear understanding of current issues related to the subject	✓	
* Ability to plan lessons effectively	✓	
* An understanding and commitment to the ethos of the School	✓	
* Evidence of high level classroom skills	✓	
Skills, Qualifications and Training		
* Qualified Teacher Status	✓	
* Courses of further study relevant to the post		✓
* Qualification in the relevant subject	✓	
* Evidence of active involvement in professional development	✓	
* Excellent organisational skills	✓	
* Excellent ICT skills	✓	
* Clear evidence of leadership	✓	
Attributes		
* Excellent record of attendance	✓	
* Ability to work well in a team	✓	
* A sense of humour	✓	
* Ability to think originally and creatively	✓	
* Positive attitude	✓	
* Energetic and enthusiastic	✓	
* Warmth and sensitivity		✓
* Excellent rapport with students	✓	
* Commitment to the School and the students we serve	✓	

Why Teach in the Borough of Broxbourne?



Broxbourne is superbly located. We are a short drive from the M25 and a short drive to the A10 road. The A10 road runs north to south and provides direct access to Cambridge and London meaning that Broxbourne is very easy to access by car.

There are several train stations within the area that provide excellent links to London and Cambridge. Greater Anglia Railway operates regular services to London, Liverpool Street. The fast train from Broxbourne to Liverpool Street takes just 25 minutes. The Academy is situated within a fifteen minute walk of Broxbourne Station.

Although urbanised with industrial and commercial activity, the whole area retains much of its rural charm. Some of the loveliest countryside in the Home Counties can be found locally.



By relocation to Broxbourne you can choose to live and stay in a beautiful setting surrounded by attractive parks, woodland and waterways within a short distance of London. You can enjoy a variety of things to do, see and explore in the borough and nearby. Within the local area it is easy to indulge yourself with good quality food, drink and accommodation. Broxbourne also has many leisure attractions to offer.

You may know Broxbourne as the place where Team GB won the Gold and Silver Medals in the canoe slalom events during the London 2012 Olympic Games, as it is the home of the Lee Valley White Water Centre, a world class sporting facility for white water rafting and canoeing. The centre is located on the edge of the Lee Valley Regional Park and is open to the general public.

Due to its location and easy access to London, the Borough of Broxbourne is becoming a very desirable area to live for commuters. The demand for housing is on the increase and the demographics show that all schools in the local area will be full by the year 2020. The school is surrounded by the Spotlight Theatre and Lowewood Museum both of which the Academy has very strong connections with.





Benefits of Working for Scholars' Education Trust

There are many benefits of working within Scholars' Education Multi-Academies Trust:

1. The MAT operates Y6-7 entrance criteria for children of staff to the Trust Secondary Schools (Sir John Lawes School, Harpenden; Samuel Ryder Academy, St. Albans; Robert Barclay Academy, Hoddesdon).
2. RBA Professional Bursary of £1500 to support relocation.
3. Childcare Voucher (salary sacrifice) scheme membership.
4. 10% reduction in fees at 'Best Friends' independent Nursery (up to age 4) based in St Albans.
5. Comprehensive training and a commitment to high-quality CPD across the MAT.
6. Support from colleagues from 'Outstanding' and 'Good' schools across the MAT.

How to Apply

Candidates should submit the following:

1. **Completed Application Form**
2. **Personal letter of application** A short letter which indicates your experience and impact to date and what you can offer our Academy.
   We regret we cannot accept CVs.



The forms are available in electronic format and can be downloaded from our website:

For further details, assistance or an informal discussion, please contact:
Central HR
Scholars' Education Trust
c/o Samuel Ryder Academy
Drakes Drive
St. Albans
Herts AL1 5AR

Please email completed applications to: HR@scholarseducationtrust.co.uk

Please note that references may be requested prior to interview for those who are shortlisted.

Applications should be emailed no later than 9am on the deadline date - 29th March 2019

We look forward to hearing from you!

Robert Barclay Academy
Education for a changing world

Selection Process

1. **Straightforward Application Process**
   Complete the Application Form

2. **Short Covering Letter of one or two sides of A4**, including:

* Your experience of teaching Maths to date and what you have learned
* Your leadership experience or potential
* Why you want to teach Maths
* How you feel you can make a difference at RBA

Send these documents to:
HR@scholarseducationtrust.co.uk

2. **Interview**
   Interviews will be held shortly after the closing date. You will be asked to:

   - Deliver a lesson
   - Meet with our students
   - Attend a formal interview



Up until 28th March 2019	Potential candidates have the opportunity to visit the school in action or to contact the school in order to have informal discussions, should you so wish.
9am 29th March 2019	Deadline for Applications. All shortlisted candidates will be contacted by email and invited to interview. Details about date and time of final interviews will be given.
TBC	Formal interviews will take place at Robert Barclay Academy. All candidates will be contacted – both successful and unsuccessful.