



Wyvern St Edmund's
Learning Campus

APPLICATION PACK



Head of Personal, Social and Health Education (PSHE)

required for
1st September 2019
Closing date for applications: Thursday 25th April 2019

Headteacher: Nicola Bull

Wyvern St Edmund's Learning Campus
Church Road, Laverstock, Salisbury,
Wiltshire,
SP1 1RD

Tel: 01722 328565

St Edmund's Girls' School and Wyvern College are part of Magna Learning Partnership



Dear Prospective Applicant

Thank you for your interest in applying for this post. This is an exciting opportunity to join two happy and successful schools with excellent achievement and delightful students.

We require an outstanding Head of PSHE (with a good sense of humour), to join Wyvern St Edmund's Learning Campus from September 2019. The successful candidate will join an outward-facing, passionate and supportive team in an innovative environment where two schools (one boys' and one girls') have co-located to share facilities and teachers to create a large mixed setting.

The position is:

- Full time post
- Required from 1st September 2019
- Closing date for applications: Thursday 25th April 2019

We are hoping for someone energetic, passionate and fun to work with. We are a creative and forward-thinking team of teachers and leaders who pride ourselves on developing positive relationships with students; we believe that being approachable and caring is what helps us safeguard students and drive progress.

We are currently basking in the success of record exam results at both schools in August 2018 and are seeking to move into the top 5% of schools nationally for progress in the near future. We are committed to staff well-being and demonstrate that through our behaviour management and written feedback policies and by offering a few perks; the reduced corporate gym membership and the Wiltshire Rewards cashback programme are very popular. Staff also benefit from our commitment to professional development and, in working as part of a multi-academy trust with four secondary schools, groups of subject leaders and teachers are able to meet regularly to share ideas, schemes of work and to moderate together.

Wyvern St Edmund's Learning Campus

In May 2018, I was asked to take over the Headship of Wyvern College (in addition to my role as Headteacher at St Edmund's) with the aim of 'co-locating' the two schools and creating one 'learning campus'. Both schools are academies and are situated next door to each other in an outstanding location on the outskirts of Salisbury, with a beautiful backdrop of the Laverstock Downs and acres of playing fields. Both schools currently have a 'Good' OFSTED rating.

Whilst we haven't fully merged the schools, departments are mostly located together and lead by a single head of department, and one senior leadership team work across the whole learning campus. It is an innovative and rare project but we believe that by working together we can offer an even better education to both boys and girls, resulting in higher attainment and progress for all students. Single-sex teaching has remained in most classes and tutor groups but where we believe there is educational benefit for students, some classes are mixed.

New staff joining the school can be assured of a warm, supportive environment along with robust professional challenge and a strong sense of shared vision and ethos: our aim is that every student becomes the best possible version of themselves that they can be. We are very proud of our caring Christian ethos that runs through every aspect of school life. St Edmund's Girls' School and Wyvern College are committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. The successful applicant will be subject to enhanced DBS checks. References will be sought on shortlisted candidates before interview.

How to Apply

Please take time to look at the information about St Edmund's School and Wyvern College, which is on our websites. Should you have any specific queries that are not answered by the information we have provided, or wish to visit the school prior to making an application, please contact my PA, Jacqui Wardley (jwardley@wyvernsteds.org ; 01722 328565).

Please email your application to Jacqui, remembering to include three documents:

Application Form (can be found [here](#))

Equality & Diversity Form

Letter of Application (no more than 2 sides of A4 paper) in which you should detail the skills, attributes and experiences which make you an appropriate candidate for the post. Please try to include information in this letter that helps us get to know you as well as your professional skills.

Disclosure & Barring Service

Due to the nature of the position for which you are applying, and to ensure your suitability for this type of work, you will be required to apply for clearance from the Disclosure and Barring Service if you are successful in your application. This will take place before your appointment is confirmed. The clearance process will disclose details of formal cautions, reprimands and final warnings, as well as convictions. Having a criminal conviction will not automatically exclude you from employment – this will depend on the nature of the position, and the circumstances and background of the offences committed.

We look forward to receiving your application

Yours sincerely



Nicola Bull - Headteacher

PSHE at Wyvern St Edmund's Learning Campus

We increasingly consider PSHE to be one of the most important subjects at these schools. It is our ambition to further drive up the status and perceived value of PSHE through the development of an engaging, relevant curriculum, which the students love! We are keen to appoint a driven, passionate subject specialist with an exciting, progressive approach.

Two key elements of our school vision have a strong link to PSHE: preparing students for life beyond school and keeping students safe. In addition to this, key aspects of the school's self-evaluation for Personal Development, Behaviour and Welfare and Teaching, Learning and Assessment highlight facets of wider PSHE education (for example, healthy bodies and minds, the PREVENT strategy and online safety).

Consequently, we are looking to a curriculum leader who is:

- able to plan a curriculum that meets the requirements of the vision (as well as the statutory RSE duties);
- able to convey the message to other stakeholders in the school so that they can support the overall strategy;
- able to work with the pastoral team in driving forward a coordinated approach;
- able to review whether our strategies are working.

Currently the girls have 1 hour of PSHE per fortnight delivered mainly by one specialist teacher and the boys receive PSHE through tutor time (following the approach used in the schools in previous years). However, from next year, we will want to ensure a consistency of delivery and outcomes through discrete PSHE lessons for boys and girls, some of which will be in mixed classes. In addition to PSHE lessons, all Year 7 students will receive mindfulness tuition through specialist trained teachers following the MiSP .b course which we have been running for 3 years.

Our students really are fantastic and are a pleasure to work with. They are keen to learn and keen to debate the political, personal, economic and social issues that shape their lives. The role of Head of PSHE will be a very fulfilling one where there is an opportunity to re-shape the department and have an impact on key whole school priorities.

In short we are looking for a person who:

- Has a sense of humour and a warm approach with young people;
- Is plugged into key issues affecting young people today;
- Has an awareness of how the future world of employment will affect the current generation;
- Is able to engage young people through high quality schemes of work and lesson design and engaging delivery;
- Works well in teams and has impressive communication skills;
- Wants to have a whole-school impact.

If this is you, and you feel you have the requisite skills and attributes, we very much look forward to meeting with you.

JOB DESCRIPTION: HEAD OF PHSE

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|-------------------------|--|
| Job title: | Head of PHSE |
| Reporting to: | Assistant Headteacher |
| Responsible for: | A team of teachers |
| Purpose: | The Subject Leader for PHSE will contribute to the overall success of the schools and be active in promoting its aims, supporting an ethos that promotes achievement and high standards. |

The key accountabilities of the post are to:

- lead and develop all aspects of PHSE;
- provide high quality leadership of a subject team as appropriate to enable team members to fulfil their responsibilities to deliver a high quality curriculum and lessons so that students make or exceed the progress expected of them.

Strategic Development

- Be a model of high professional standards in all aspects of school life and to lead by example.
- Ensure the creation and implementation of the subject area improvement plan based upon self-evaluation.

Teaching and learning

- Establish creative, responsive and effective approaches to learning and teaching in your subject area to meet and support the aims of the school.
- Monitor the quality of teaching based on evidence, self-evaluation and development, ensuring a consistent and continuous focus on achievement and aspiration.
- Ensure that support is provided for any other teachers where this is needed to ensure PHSE lessons are consistently good;
- Ensure the implementation of the school's assessment procedures, ensuring all students have constant feedback and targets in their learning so they make at least expected progress, but preferably are challenged to make beyond expected progress;
- Demonstrate and articulate consistently high expectations of pedagogy and classroom practice to provide challenge and improvement, using data and benchmarks to monitor progress in every child's learning and to focus teaching;
- Maintain an organised and effective learning environment in the classroom and shared areas.

3. Curricular and Extra-Curricular Development

- Develop Schemes of Learning to ensure the delivery of high quality lessons;
- Devise and implement appropriate interventions for students both within lessons and extracurricular to ensure all students make good progress, with the support of the senior leadership team;
- Monitor, review and develop the curriculum offer to ensure an appropriate, comprehensive, high quality and cost-effective curriculum that complements the school's strategic objectives;
- Keep up to date and current with developments in your subject area and in teaching practice and methodology.

4. Quality Assurance

- Implement school monitoring procedures and ensure adherence to those within your subject area;
- Be able to use a range of evidence/data to support, monitor, evaluate and improve performance;
- Contribute to the school improvement teams;
- Produce reports as required within the school self-evaluation systems.

5. Accountability

- Carry out appraisal procedures for any designated subject team members, in accordance with the school's appraisal policy;
- Take responsibility for your own professional development in discussion with your line manager;
- Ensure that parents and students are well informed about student attainment and progress;
- Ensure the consistent implementation of school policies and procedures throughout the subject area.

6. Staff

- Be an outstanding role model for all colleagues, displaying high aspirations for, and expectations of, all students and colleagues;
- Be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children and to report any concerns in accordance with the school's safeguarding policies;
- Comply with the school's Health & Safety policy;
- Ensure Equality of Opportunity in all areas of the school;
- Promote the school's ethos;
- Undertake any duties not detailed above, but commensurate with the level of the post, as may reasonably be required by the Headteacher.



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FURTHER DETAILS: HEAD OF PHSE (BELOW)

| | Essential | Desirable | Assessed by |
|-----------------------------------|--|---|--|
| Qualifications | <p>Qualified Teacher Status Good Honours Degree</p> | | Application form |
| Experience | <ul style="list-style-type: none"> Teaching PHSE in a Secondary Comprehensive school to GCSE level An outstanding classroom practitioner Successful curriculum delivery | | Application form and references |
| Knowledge and Understanding | <ul style="list-style-type: none"> Knowledge and understanding of the National Curriculum for PHSE The ability to recognise good classroom practice The ability to use student data to monitor and improve performance Confidence in using ICT to support teaching Aware of current trends in PHSE teaching Knowledge of the role of the form tutor | <ul style="list-style-type: none"> How to foster extra-curricular involvement Data management and skills | Application form, references and interview |
| Professional Skills | <ul style="list-style-type: none"> The ability to inspire, develop and motivate students Clear and effective communication Ability to manage practical activities Ability to manage young people effectively Organisation and management of resources Ability to set targets for students in relation to achievement Ability to form and maintain positive relationships and personal boundaries with young people | | Application form, references and interview |
| Professional & Personal Qualities | <ul style="list-style-type: none"> A genuine interest in young people A commitment to inclusive education Energy and drive Ability to work as part of a team High expectations of achievement and behaviour Able to articulate personal values in relation to education Committed to safeguarding and promoting the welfare of children Respect for students, staff, parents and governors A good sense of humour A friendly disposition | <ul style="list-style-type: none"> A healthy sense of perspective Willingness to seek further professional development Ambitious to further career | Application form, references and interview |