



**St LUKE'S**  
Church Of England School



# Recruitment Pack

## Assistant Headteacher Science

St Luke's Church of England, Exeter

Closing Date: Midday, 20th November 2023

**Ted**  
**Wragg** TRUST

# Ted Wragg Trust



An ambitious and inclusive Trust of schools strengthening our communities through excellent education.



**Welcome from the Ted Wragg Trust  
CEO, Moira Marder**



On behalf of the Ted Wragg Trust, I would like to thank you for your interest in working with us. The Ted Wragg Trust (TWT) is an **ambitious** and **inclusive** Trust of schools **strengthening our communities** through **excellent education**. Our values driven, rapidly growing 2-18 Trust has the highest expectations for every child, every day, with social justice at our core.

This is a hugely exciting time for us as a growing Trust who work closely with other local schools and Trusts across Devon.

## Our Values



### Selflessness

- put **children** at the heart of all we do
- prioritise others and build **healthy teams**
- **be brave**

### Ambition

- **work hard**
- **strive** to be even better
- be the **best** we can

### Collaboration

- build **trust**
- build strong **relationships**
- be **stronger together**

## How will we succeed?





## St Luke's is an ambitious and inclusive Church of England School dedicated to ensuring all students live life to the full.

We are incredibly proud to be part of the values-lead Ted Wragg Trust, which continues to have a transformative impact on the lives of young people and communities. If you join St Luke's you will be surrounded by people who have an unapologetic mission to be better every day. We offer all staff exceptional professional development through weekly coaching which has seen us be named as one of only 13 national coaching hubs. Our staff also benefit from disruption free classrooms created by a centralised behaviour system, wider Trust leadership development programmes as well as access to exceptional leadership coaching and opportunities such as South West 100.

At St Luke's, we are relentless in our mission to support the improvement of educational outcomes in the South West and are proud to be one of the most improved schools in the region following our 2022 outcomes. While we maintain a relentless focus on the highest standards and outcomes, our distinctive ethos means that everyone in our community acts with compassion in all they do.

If you are someone who believes in the power of education to transform the lives of all young people, regardless of background, then St Luke's is the place for you. We will provide you with the very best training, opportunities and environment that ensures you can be brilliant every day.

Harrison Littler  
Headteacher



# Key Details

**Job Title:** Assistant Headteacher Science  
**Location:** St Luke's Church of England School, Devon  
**Salary:** Leadership Scale L9-L13

**Closing Date:** Midday, 20th November 2023  
**Interviews:** 24th November 2023  
**Required From:** January 2024  
(or as soon as possible from January 2024)

## Our Mission

We are an ambitious and inclusive Church of England School, dedicated to ensuring all students live life to the full



## Our Values

As a community:

We work hard  
to achieve  
our best

We are  
inclusive

We give hope

We take  
responsibility

We show  
respect

# How to apply

If you would like an informal conversation about this role please contact [office@stlukescofe.school](mailto:office@stlukescofe.school)

Please use the application form available on the Trust/School website and email it to:  
[office@stlukescofe.school](mailto:office@stlukescofe.school)



# Job Description

## Assistant Headteacher Science

### 1. Key Purpose of Job:

- To lead the Science department ensuring a well-sequenced, knowledge-rich curriculum is delivered well across the sciences
  - Develop and implement effective standards, policies and systems that are endorsed by staff, students and parents / carers
  - Ensure rigorous monitoring of whole-school standards; in particular within Science
  - Create provision of professional development and support opportunities to ensure the highest standards of provision
  - Lead on whole-school CPD for non-teachers and/or teachers as appropriate
  - Contribute to policy development at Senior Leadership level
  - Ensure a learning environment which produces outstanding outcomes for all learners; in particular within Science
  - Inspire and engage staff and students in the vision for the School and specific subject areas
  - Communicate effectively and relate positively to all stakeholders
  - Ensure the smooth day-to-day organisation and operation of the school
  - Line management responsibilities appropriate to the role
  - Lead on a defined portfolio of other whole school responsibilities
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### 2. Key Duties and Accountabilities

- Teach Science across the age and ability range in such a way as to challenge and inspire all students, with clear objectives, delivered in line with department schemes of work and school policies.
- Plan and deliver lessons to students according to their educational needs and with reference to prior attainment, SEN and EAL as required, striving to ensure equal opportunities for all and to provide students with the opportunity to achieve their potential.
- Assess, record and report on the development, progress and attainment of students in line with school policies, ensuring that marking and assessment are of consistently high quality and in accordance with the school assessment policy.
- Maintain effective behaviour management in the classroom, using positive behaviour strategies to ensure learner's engagement in the lesson.
- Monitor the progress and achievement of the students following the course and identify the appropriate intervention strategies for underachieving students.
- Set high expectations for students and develop their behaviour for learning through focused teaching and through the development of positive and productive relationships.
- Manage, develop and share resources to enhance teaching of Science
- Promote enrichment and extension of Science across the department, participating and developing events, trips and visits as well as producing high quality displays.
- Contribute to objectives of the curriculum area within the school objectives and take part in an annual review of the subject and curriculum area.
- Take a full role in the pastoral system of the school, by being a tutor and a member of staff well known to the community of students.
- Embrace the continued professional development programme within the school, striving to be a lifelong learner, maximising opportunities to make impact within the role.
- Be familiar with, fully support and reinforce the aims, ethos, policies and procedures of the school and Trust with students, staff, parents and other stakeholders where and when appropriate.

- Promote enrichment and extension of Science across the department, participating and developing events, trips and visits as well as producing high quality displays.
  - Contribute to objectives of the curriculum area within the school objectives and take part in an annual review of the subject and curriculum area.
  - Take a full role in the pastoral system of the school, by being a tutor and a member of staff well known to the community of students.
  - Safeguarding Children. The Ted Wragg Multi Academy Trust is wholly committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS.
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### 3. Supervision/Line Management Responsibilities of the post

None

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### 4 General

- Maintain a presence in national professional networks and through these and other means ensure a current overview of relevant policies and developments.
  - Comply with and uphold all respects of the Trust's Code of Practice on equality and diversity.
  - Contribute to the safeguarding and promotion of the welfare and safety of children and young people with regard to the relevant documents published by the Department of Education, within an academy in the Ted Wragg Multi Academy Trust.
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### 5 Working Environment & Conditions of the post

- In support of the Trust's vision and ethos of shared teaching and learning to improve educational outcomes for young people, the post-holder may be required to travel and teach within any school in the Ted Wragg Multi Academy Trust.
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### 6. Other Information

- All staff must commit to Equal Opportunities and Anti-Discriminatory Practice.
  - The Trust operates a Smoke-Free Policy and the post-holder is prohibited from smoking in any of the Trust buildings, enclosed spaces within the curtilage of buildings, and Trust vehicles.
  - The post-holder will be expected to have an agreed working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, members of other agencies and community members.
  - The post-holder is expected to familiarise themselves with and adhere to all relevant Trust and School Policies and Procedures.
  - The post-holder must comply with the Trust's Health and Safety requirements specifically for the school they are working at
  - This post is based at St Luke's School but the post holder may be required to move their base to any other location within the Trust upon request
  - The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.
  - To undertake additional duties as required, commensurate with the level of the job.
  - To attend Awards Evenings and Celebration Events.
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As this post meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subject to an Enhanced Disclosure and Barring Service Check (DBS) before the appointment is confirmed. This will include details of ALL cautions, reprimands or final warnings as well as convictions, whether “spent” or “unspent”. Criminal convictions will only be taken into account when they are relevant to the post.

The Ted Wragg Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and operate in accordance with the Safeguarding and Child Protection Policy. All applicants will be subject to a full Disclosure and Barring Service check before an appointment is confirmed. This role requires the ability to fulfil all spoken aspects of the role with confidence and fluency in English.

The Trust is committed to ensuring that our employees are able to achieve their full potential in an environment offering dignity, respect and equality of opportunity.





# Person Specification

## Job requirements

Essential/  
Desirable

### Qualifications and Professional Development

- Qualified Teacher Status or equivalent
- Relevant University Degree (2:2 or higher) or Equivalent with Science as a specialist subject
- Evidence of Continued Professional Development
- Evidence of further professional study

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### Relevant Experience

- An understanding of key educational issues / change, combined with the ability to lead and co-ordinate their effective implementation
- Experience of contributing and delivering strategies to raise progress and achievement across Science, including assessment for learning and creating pedagogies
- Experience of monitoring and evaluating performance and of using data to inform schools improvement and ultimately student outcomes.
- A record of sustained progress as a classroom practitioner, with improved outcomes for students

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### Knowledge & Skills

- Evidence of being a highly successful Science classroom practitioner, including evidence of high level students achievement and consistent outstanding teaching over time
- Ability to teach your subject across the whole ability range
- A thorough knowledge of the National Curriculum for your subject/department
- Complete understanding of effective T&L pedagogy and the ability to cite recent quality research in this area
- Being an excellent team player - to lead by example and provide support and challenge to others
- An ability to be selfless, ambitious and relentlessly positive in collaboration
- A clear vision for raising standards that is ambitious for all
- An ability to analyse and use information to drive school improvement
- Being skilled at working with people with the ability to inspire and motivate others
- Be outwardly focused and willing to collaborate to ensure we continually strive for better
- Excellent problem solving skills
- Outstanding presentation and communication skills
- An ability to complete tasks to a high standard with attention to details
- A readiness to identify and respond to new challenges with good judgement and perseverance

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# Growing great people

Our aim is to be the greatest place to work in the South West. We know that to succeed in our mission we must invest in and grow great people. Our comprehensive suite of development opportunities are available for everyone whether you are just starting in your career or an experienced leader, there will be a development pathway to suit you.

Tim Rutherford – Deputy CEO

We know to be the greatest place to work we must welcome great people, retain great people and develop great people.

Click on the areas below to find out about our comprehensive benefits and development opportunities.



In our Trust, we are committed to nurturing a workplace where our employees feel that they belong. We believe that the culture of our trust thrives when individual differences are embraced so that everyone feels comfortable and confident in being who they are. This is supported through ensuring inclusivity in culture and equity in opportunities. We are committed to high quality and reflective employment practice so that we attract, retain and grow employees from diverse backgrounds and communities.

# Our Journey



Professor Ted Wragg, in whose memory the Ted Wragg Trust is named, was passionate about how education can transform young people's futures.



## Our Partnerships:

Our ongoing partnerships with the following organisations creates opportunities in our Trust to access development and wider networks with some of the best schools, Trusts and leaders across the country.



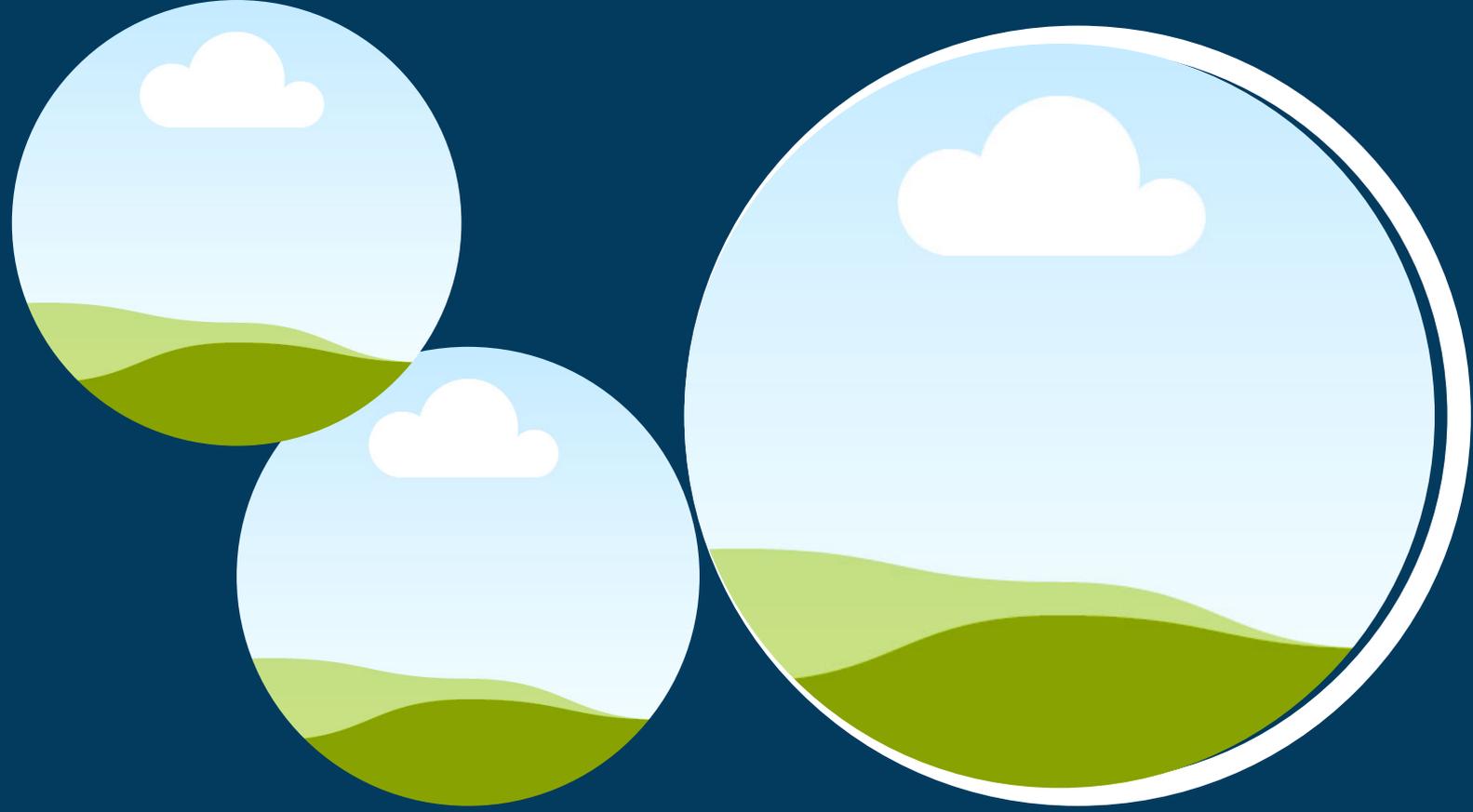
**Dixons Academies Trust** – A well-established multi-academy trust of 15 schools serving the communities of West Yorkshire and the North West whose mission is to lead educational improvement in the region through high performing academies which value diversity and maximise student achievement.



**Cabot Learning Federation** – A multi-academy trust of over twenty academies serving communities in the South West of England. Valuing collaboration and ambition, the Trust works to accelerate school improvement and embed excellence in their academies.



**Reach Academy Feltham** – Reach believe in the power of all through, cradle to career, education, focusing on providing seamless transition from their nursery through to their Sixth Form.



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Thank you for your interest!

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