



# HOLYWELL SCHOOL

13th April 2016

Dear Sir/Madam

Re Post of PE (plus) teacher

Thank you for your interest in the above position.

This post has become as a result of the growing size of the school. In September 2016 the post would involve 12 lessons of PE teaching. (NQTs at Holywell teach a total of 20 lessons, mainscale colleagues 22 lessons) In September 2018 the number of PE lessons to be taught in the school will grow by at least a further 2 lessons.

Quality of provision at Holywell is very strong across the entire subject range. As a result the remaining part of the teaching load for this post can be timetabled to areas of the curriculum that the successful candidate can teach with confidence. S/he can also anticipate being very well supported in her/his teaching in that second subject.

The successful candidate will overwhelmingly be delivering girls' PE.

Sarah McEwen (subject leader for PE) and Mike Eames (PE and Head of Year 6 and of PSHE across the school) are highly experienced successful PE teachers. In most years they will support the professional training of at least four PE student teachers. The quality of the training the department provides is regarded very highly indeed by University of Bedfordshire and our two partner SCITTs.

In addition to this high quality curriculum provision, the department works with local Sports Partnership and Middle Schools across to Bedfordshire to provide an exceptional range of opportunities for our pupils to engage in representative sport for the school. The level of support from parents and families is exemplified at Sports Day in June when 250 – 300 turn out to support and cheer and provide a very visible celebration of PE at Holywell.

At the beginning of the summer term 2016 we have also been delighted to welcome into the PE staff our first PE technician. Luke will not only help with the organisation and management of the extensive PE equipment and facilities, but also enable us to deliver additional PE clubs every lunchtime and after school.

This is evidently a great opportunity for a colleague at the start of their career. We offer the highest level of professional standard within the department and equally great professional practice elsewhere in school. We also celebrate the quality and character of pupil behaviour and engagement both with PE provision and with school life generally.

On the school website (tab 'About the School > Vacancies) you will be able to download all the key documents about this position:

- Job description
- Person specification
- Application form
- Application form guidelines
- General Information about the school

We encourage applications from teachers who may have a professional background whether from the Primary, Middle or Secondary School sectors.

Completed applications should be returned to Mrs Law at: [staffsl@holywell.beds.sch.uk](mailto:staffsl@holywell.beds.sch.uk)

Closing date: 2.00pm Thursday 28th April 2016 Interviews: Thursday 5th May 2016

Holywell Middle School is committed to safeguarding and promoting the welfare of children and young people and as such will follow best safeguarding practice in its recruitment processes. Given the nature of our work this post is subject to an enhanced DBS check.

If there is additional information or clarification about the post that you need, or should you wish/be able to visit the school ahead of submitting an application, please contact my PA, Sarah Law, at the school.

I look forward to hearing from you.

Yours sincerely

Peter Haddon

Headteacher



# HOLYWELL SCHOOL

## THE SCHOOL

Holywell School is a very popular, oversubscribed five form entry middle school for pupils from y5 to y8. It is located in a pleasant rural area 5 miles outside Bedford. We benefit from very supportive and engaged parents. Our Ofsted inspection reflected the very good quality of provision experienced by Holywell pupils and the excellent working environment for the professionals in this very strong team:

- Students in year 8 achieve standards above the levels expected for their age, making good progress because they work hard and are well taught.
- Disabled students and those who have SEN make good progress because the support provided is well-matched to their needs.
- Disadvantaged students achieve well because the extra funding to support them is used effectively.
- Students' behaviour and safety are good.
- Students are keen to learn and to do well and there is a good working atmosphere in lessons.
- Support for students' spiritual, moral, social and cultural development is very effective.
- Teaching is good and improving
- Teachers use their good subject knowledge effectively to plan activities that interest and challenge students.
- The headteacher and senior leaders provide effective leadership within a caring school ethos.
- Governors use their experience and expertise well to hold the school to account.

Given the quality of provision at the school and the ever increasing level of oversubscription for places at Holywell, Central Bedfordshire has funded a major building programme. This has seen the school increase its size to 604 pupils in September 2015, having had 480 pupils on roll in January 2013. The school is now in fresh planning discussions for the next building programme to take our capacity from 600 to 720 pupils – for no later than September 2018.

The 2014/2015 building programme was completed in good time for the jump forward in pupil numbers in September 2015. This provided stunning new Library, school hall and Music suite. It has also provided three superb, state of the art classrooms. In September 2015, of the 25 classrooms in the school, thirteen will either have been new build in the last four years or completely remodelled/re-built in that period.

We have close and highly effective links with partner Lower Schools and Wootton Upper School and Marston Vale Middle, as well as very good working partnerships with a range of other Middle Schools. The closeness of this area educational community can be seen in the way that the Middle and Upper Schools are overwhelmingly filled with pupils from their partner Lower Schools. Around 95% of pupils at Holywell will transfer to Wootton Upper School enabling us to have a highly focused approach to transition work.

The school also benefits from close relations with the internationally renowned Cranfield University. (The school has a good number of pupils from around the world whose parents are following courses at the university. This allows us a great deal more diversity of pupil population than might otherwise be the case in Central Bedfordshire.)

Located only a few miles from junction 13 of the M1, the school has easy access to a wide range of national locations to support and enhance the curriculum in addition to those in Bedford itself. Cambridge, Oxford and London are each less than an hour away. Milton Keynes 15 minutes journey, Stratford on Avon an hour and a half.

The school is a popular centre for Initial teacher Training – both University of Bedfordshire and the local SCITT. This reflects well established practice in professional development in the school, a welcoming staff and engaging pupil population. (In the last two years the school has had extended placement students in English, Maths, Science, RE, Art, Technology, History and PE). Holywell commits very seriously to spend and support staff CPD and is a driving force in CPD for and between Middle Schools.

*“The school identifies and meets staff training needs well.” Ofsted October 2014*



# HOLYWELL SCHOOL

Most recent outcomes at KS2 place standards in the school very high against both national and local standards. Levels of pupil progress are good to outstanding and we are very pleased with a continuing upward trend in these standards and progress data sets. At the end of year 8 our pupils have been sitting the national year 9 tests. They deliver results which are already well ahead of those seen nationally one year later.

The school is proud of its Church of England ethos. This places us firmly within that worldwide family, dedicated to the service of all in the local and wider community. Within this committed Christian character we warmly welcome members of all faiths and none. For example, currently we benefit from pupils in our family from very active and devout members of the Muslim, Sikh and Hindu communities and from a wide range of different Christian communities. The school has actively implemented Values Education over the past four years. This works in line with our key partner Lower Schools and also benefits greatly from parental engagement and support.

Extra-curricular provision in the school is outstanding. Every lunchtime and after school there are a wide range of clubs and teams taking place. These are well supported by our pupils. As a result we have a large number of highly successful sports teams in many varied sports – eg athletics, cross country, netball, rounders, hockey, football, rugby, cricket, badminton and table tennis. We also sustain an impressive variety of musical groups.

Holywell has sustained substantial levels of spend on ICT hardware in recent years. We have installed pods of laptops around the school for ease of access and usage into classrooms – 10 banks across 23 classrooms in addition to two ICT suites. (We have a mobile lap safe of iPads for use in Science and Art. We have installed fixed lap safes for tablets –currently 8 sets of 16 machines in four classrooms.) Seven of our classrooms have the most up-to-date interactive TVs to support dynamic teaching and learning. The number of these is also scheduled to increase during the current academic year.





# HOLYWELL SCHOOL

## JOB DESCRIPTION

**JOB TITLE:** PE Teacher

**REPORTS TO:** Head of PE / Deputy Head / Headteacher

**SALARY SCALE:** MPS

You are required to carry out the duties of a school teacher as set out in the relevant paragraphs of the School Teachers' Pay and Conditions Document, to the standards set out in national teacher standards documentation and as the Headteacher may reasonably direct from time to time.

You must, at all times, carry out duties with due regard to Equal Opportunities requirements.

## GENERAL DUTIES

The education and welfare of designated classes/groups of pupils in accordance with the Conditions of Employment of School Teachers, the requirements of the National Standards for Teachers and having due regard to the requirements of the National Curriculum, the School's aims, objectives and schemes of work, and any policies of the Board of Governors. To share in the corporate responsibility for the well being and discipline of all pupils.

## SPECIFIC RESPONSIBILITIES

A classroom teacher at Holywell Middle School will:-

- Implement Whole School and Departmental priorities including OFSTED Key Issues for Action.
- Contribute to the review of subject development plans, audits, curriculum overviews and policies and handbook.
- Commit to and actively implement Values Education in lesson times, with tutor group and in the broader life of the school
- Participate in planning of Schemes of Work indicating approaches to teaching, content, classroom organisation, resources, etc. relating to the National Curriculum programmes of study.
- Ensure that the regulations and procedures relating to Health & Safety, are followed, taking responsibility for the safety, welfare and discipline of pupils within the learning environment.
- Support and uphold the Christian ethos of the School
- Commit to and actively implement Values Education in lesson times, with tutor group and in the broader life of the school
- Create a happy, secure and stimulating learning environment
- Have sympathetic understanding of every child's needs
- Have clear aims and objectives for every lesson and communicate them to the pupils
- Have well planned work, imaginatively introduced which caters for pupils' differing learning styles
- Utilise ICT to enhance the quality and variety of teaching and to support pupils in utilising this key tool in their own learning
- Engage in continuous formative and summative assessment, tracking progress of pupils in line with school systems and provide guidance to pupils on next steps in their learning.
- Maintain pupil records and report progress to parents
- Secure high standards of behaviour in line with the School's Code of Conduct and Behaviour Policy
- All staff should share their talents, skills, ideas and enthusiasms for the benefit of the whole school and should be ready to accept responsibilities that extend beyond the classroom
- Attend to personal professional development to ensure keeping abreast of national, local and school initiatives and best practice



# HOLYWELL SCHOOL

## PERSON SPECIFICATION

	ESSENTIAL ATTRIBUTES	DESIRABLE ATTRIBUTES	EVIDENCE
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• To be able to teach at least two of the age groups within the range 9 - 13 years.</li> </ul>	<ul style="list-style-type: none"> <li>• B.Ed Degree or Degree &amp; P.G.C.E.</li> </ul>	Application form.
<b>EXPERIENCE OF</b>	<ul style="list-style-type: none"> <li>• Teaching pupils in the 9 - 13 age range.</li> <li>• Using ICT to support pupil in this age range</li> </ul>	<ul style="list-style-type: none"> <li>• teaching an additional curriculum area</li> <li>• active involvement in extra-curricular activities</li> </ul>	Application form and interview.  Reference.
<b>SKILLS / KNOWLEDGE / APTITUDE</b>	<ul style="list-style-type: none"> <li>• To have a sound and balanced curriculum knowledge of KS2 and KS3 national curriculum PE and at least one other Middle School subject</li> <li>• To have an understanding of progression at these stages</li> <li>• To have successful classroom practice built on an awareness of the factors involved in the successful motivation, planning, assessment of pupils' learning and guidance for future progress</li> <li>• To have an awareness of and an interest in current educational debates, supporting raising pupil outcomes</li> <li>• Capacity for a working relationship with pupils which enables effective learning to occur, including creating lessons which interest and enthuse pupils, supported by clear positive behaviour management practice.</li> <li>• To have strong interpersonal and communication skills.</li> </ul>	<ul style="list-style-type: none"> <li>• To be able to articulate enthusiasm and beliefs in a positive way.</li> </ul>	Application form and interview.  Reference.
<b>PHILOSOPHY &amp; PRACTICE</b>	<ul style="list-style-type: none"> <li>• To express a clear educational philosophy, for promoting the learning and personal development of pupils.</li> <li>• Evidence of attending to personal professional development</li> </ul>	<ul style="list-style-type: none"> <li>• To give evidence of a range of teaching and learning styles.</li> </ul>	Application form and interview.
<b>OTHER</b>	<ul style="list-style-type: none"> <li>• Commitment to providing a high standard of work.</li> <li>• Clear, high standard application that responds well to the job description and person specification.</li> </ul>		Application form and interview.