

TEACHER OF HISTORY CANDIDATE INFORMATION



Sacred Heart High School

"For the sake of one child, I would have founded the Society"

MADELEINE SOPHIE BARAT

Contents

	Page
Letter from the Head	3
Sacred Heart High School Vision & Priorities	4
Vacancy Advert	6
Job Description	7
Person Specification	10

LETTER FROM THE HEAD, June 2019

Dear Applicant

Thank you for expressing an interest in the post of **Teacher of History** at Sacred Heart High School. This is a full-time, permanent post. The information we are sending will, I hope, give you some idea of what Sacred Heart High School is like.

The information contained in this pack includes the school's Mission Statement and Aims. The school's vision and spirit are summed up in this document, which also provides the basis for decision making, strategic planning and the monitoring and evaluation of all aspects of provision. It is most important that you feel able to be enthusiastic about supporting and implementing the Mission Statement. Although we do not enclose it, a copy of the school's most recent Ofsted report (2017) is available at www.ofsted.gov.uk/reports. More information about the school can be found on the school's website www.sacredhearthish.org.uk. A job description and person specification are included. When writing your application, please address each of the aspects of the person specification in turn. Whether or not you are shortlisted and subsequently appointed depends upon how far you show evidence of meeting these criteria in a systematic way.

Sacred Heart High School is an '**exceptional school**' (**Ofsted September 2017**) in the trusteeship of the Society of the Sacred Heart and belongs to a large global network of schools. The pupils and staff are exceptional people to work with. Behaviour and relationships are excellent and are steeped in our strong ethos, philosophy of education and Sacred Heart traditions. We have recently opened the Calder building which houses our new science laboratories and Sports Hall and have increased our intake in year 7 by an additional form.

Our school has a proven track record of outstanding success and is one of the top 100 non-selective state funded schools in England based on our current results with 91% of pupils gaining 5+ subjects at grade 5+ and 84% gaining 5+ grades at 5+ including English and Maths in 2018. We have also been recognised in the top 100 schools based on the percentage of pupils achieving the English Baccalaureate. The school's A Level results, following the opening of a Sixth Form in September 2013, are just as outstanding with 58% achieving A*-B and 84% achieving A*-C.

History is an outstanding department that achieves excellent examination results. In 2018, 96% of GCSE pupils (cohort of 91) achieved 4+ with 91% gaining 5+ and 67% achieving levels 7-9. At A Level students achieved an 85% pass rate with 82% awarded A*-B.

Our school also leads the successful West London Teaching School Alliance. As a designated National Teaching School this is an excellent place to work either as an NQT or as someone who has some experience and who is hoping to develop yet further. The development of all staff is a priority for us and we have well designed induction and development courses for staff at all stages of their career.

We look forward to reading your application and to meeting you in person at the interviews. Please note: the closing date for applications is **Monday, 17th June** with interviews being scheduled for later in the week. Please include an email address and a contact number in your application so that we can contact you if you are shortlisted. Shortlisted candidates will be expected to teach a sixty minute lesson, further information will be sent by email immediately after shortlisting.

Yours sincerely,



Mrs M. Doyle
Headteacher

SACRED HEART HIGH SCHOOL

Mission Statement

We are an 11-18 girls' comprehensive school. The school was founded in 1893 by the Society of the Sacred Heart and has always sought to promote the education of women and academic excellence. Today we are a community of faith and learning, based on the Gospel of Jesus Christ, His values and teachings. We seek to constantly improve everything we do so that we can make a difference for the young women who will shape the society of the future.

Above all else, this community works together to bring one another to an awareness of the fullness and meaning of their life, rooted in the love of God.

We do this through:

- Providing an excellent education which inspires a life-long love of learning;
- Respecting the uniqueness, worth and development of each individual, both as a learner and as a person called by God in dignity and faith;
- Offering a broad and balanced curriculum which meets the needs of each student;
- Challenging and supporting each other to achieve our full potential and to develop gifts and talents for the service of others
- Recruiting excellent, committed and highly qualified staff who are valued and respected for their contribution and development as learners and educators
- Building upon our partnership with parents, the Society of the Sacred Heart, Governors, the Church and the local education authority
- Strengthening and extending collaborative links with the international network of Sacred Heart schools and Colleges, other learning institutions, including Universities and the wider community;
- Creating a well ordered, stimulating, and secure learning environment, which encourages personal growth in an atmosphere of wise freedom;
- Making effective use of all our resources on behalf of the young people who come here.

Vision

Our school will continue to be a community of faith and learning:

- underpinned by our rich heritage, philosophy and traditions of the Society of the Sacred Heart;
- a place which has the human person at the centre – mind, heart, body and soul;
- where every member of the community is recognised, acknowledged and rewarded for their contributions;
- that inspires and challenges everyone to be the best they can be;
- a nurturing environment for all - pupils and staff - rooted in love where morale is positive; people are joyful and have the courage to be honest, to meet challenges, to take risks and make mistakes;
- where communication with each other is in a spirit of learning and continuous improvement;
- one that is chosen by pupils and parents because of its strong Catholic ethos and pursuit of excellence for pupils and staff;
- known for its vibrancy, creativity and innovation and excellent outcomes in all Key Stages;
- connected to the wider world - former pupils, parents, local, national and international networks; and
- where pupils have the confidence and support to maximise their achievements in all aspects of their lives, enjoy their time with us and leave with a sense of their own giftedness 'seriously begun' to face the future.

Priorities

1. CATHOLIC LIFE OF THE SCHOOL

Continued affirmation of our Sacred Heart ethos, philosophy and traditions, excellent opportunities for pupil and staff faith formation, participation in liturgical and sacramental celebrations and action in service for social justice.

2. LEADERSHIP AND MANAGEMENT

To ensure robust and rigorous leadership at all levels to secure continuous improvement, high expectations and outstanding achievement for all.

3. TEACHING, LEARNING & ASSESSMENT

A clearly articulated rigorous curriculum aligned with national standards, 21st century skills and Gospel values, supported by highly effective teaching, and informed by well researched pedagogical approaches to strengthen learning and assessment

4. PERSONAL DEVELOPMENT, BEHAVIOUR & WELLBEING

Strengthen and develop robust policies and practices to ensure highly effective support for pupils' spiritual, moral, social and cultural development, and their emotional, mental and physical, wellbeing and safety.

5. ACHIEVEMENT & STANDARDS

Have well established systems and process to secure excellent achievement and outcomes for all.

6. TEACHING SCHOOL

Strengthen and develop support for partner schools in the areas of initial teacher training, professional development, research & development and school to school support, with an aim to improve standards of learning, teaching and school leadership and to improve outcomes for pupils.



VACANCY ADVERT

Sacred Heart High School Hammersmith
212 Hammersmith Road
London W6 7DG
Tel: 020 8748 7600

National Teaching School

TEACHER OF HISTORY

Salary: Teachers' Main Pay Scale / Upper Pay Scale

Required from: September 2019

Reporting to: Head of History & Politics

Sacred Heart High School (described by Ofsted in 2017 as 'exceptional') is one of the top 100 non-selective state funded schools in England based on our current GCSE results with 93% gaining 5+ standard passes including English and Maths. The school's A-Level results, following the opening of a Sixth Form in September 2013, are just as outstanding with 62.7% achieving A*-B and 89.8% achieving A*-C. Our school also leads the successful West London Teaching School Alliance.

An exciting opportunity has arisen at the school and we wish to appoint a full-time **Teacher of History**. The candidate must be an outstanding, focused and motivated individual who can lead the pupils to achieve far beyond their own expectations. The successful candidate must have passion for their subject and a desire to develop this in others. They must be eager to advance their own teaching skills and develop professionally as well as being keen to share ideas with their colleagues within this dedicated team. A willingness to contribute more widely to the extra-curricular life of the school is expected.

History is an extremely popular subject within the school. At GCSE over 50% of pupils choose History as one of their options and it is a popular choice at A level. In addition, there are four full time teachers within the department, one of whom is the Head of History and Politics. The Teacher of History will inspire pupils to learn every day and support other teachers and leaders in this area to produce the best possible lessons and activities that engage and challenge every pupil, including offering enrichment to enhance and deepen subject knowledge

History is an outstanding department which achieves excellent examination results. In 2018, 96% of GCSE pupils (cohort of 91) achieved 4+ with 91% gaining 5+ and 67% achieving levels 7-9. At A Level students achieved an 85% pass rate with 82% awarded A*-B.

The closing date for applications is **Monday, 17th June**, with interviews being scheduled for later in the week.

SHHS is fully committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced Disclosure & Barring Service certificate will be requested for the successful candidate in accordance with Safeguarding Children and Safer Recruitment in Education legislation.

JOB DESCRIPTION

ABOUT THE ROLE

Job Title:	Teacher of History
Salary:	Teachers' Main Pay Scale
Hours of Work:	Full Time
Responsible to:	Head of History

CORE ROLE

- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils.
- To monitor and support the overall progress and development of pupils as a teacher and tutor.
- To facilitate and encourage a learning experience which provides pupils with the opportunity to achieve their individual potential.
- To contribute to raising standards of pupil attainment.
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

TEACHING

- To undertake a designated programme of teaching across all year groups.
- To teach consistently high-quality lessons.
- To be a role model for pupils, inspiring them to take an active interest in History within and beyond the classroom.
- To maintain appropriate records and to provide relevant, accurate and up-to-date information as required.
- To prioritise and manage time effectively, ensuring continued professional development in line with the role.
- To follow the school policies and procedures.
- To maintain discipline in accordance with the school procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and study.
- To update professional knowledge and expertise as appropriate to keep up to date with developments in teaching practice and methodology, in general, and in the curriculum area of your subject in particular.
- To promote your subject learning through enrichment activities beyond the classroom as part of extra - curricular provision

ASSESSMENT, FEEDBACK AND TRACKING

- To monitor and evaluate the assessment and feedback to pupils in line with whole-school and departmental policies.
- To follow departmental monitoring and tracking systems relating to pupils' attainment, progress and achievement, then use this to keep teachers and learning support staff informed.
- To mark, grade and give written/verbal feedback as appropriate.
- To undertake assessment of pupils as requested by external examination bodies, curriculum areas and school procedures for collecting data.

- To assess, record and report on the attendance, progress, development and attainment of pupils and to keep such records as are required.

STAFF DEVELOPMENT

- To continue personal development in the relevant areas including subject knowledge and teaching methods.
- To engage actively in the Staff Development Review process.
- To participate in whole-school CPD programmes. The school subscribes to Optimus and encourages active exploitation of this resource.

RESPONSIBILITY OF TUTOR ROLE FOR PUPIL SUPPORT AND PROGRESS

- To be a Tutor to an assigned group of pupils as required.
- To promote the general progress and well-being of individual pupils and the Tutor Group as a whole.
- To liaise with the relevant Year Team Leaders to ensure the implementation of the Pupil Support system.
- To register pupils, accompany them to year group assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
- To evaluate and monitor the progress of pupils and keep up-to-date pupil records as may be required.
- To alert the appropriate staff to problems experienced by pupils.
- To communicate as appropriate, with the parents of pupils and with persons or bodies outside the school concerned with the welfare of individual pupils, after consultation with the appropriate staff.
- To meet with pupils over whom there are concerns and contact parents/guardians where necessary, in conjunction with Head of Department.

SAFEGUARDING

- To be keenly aware of the responsibility for safeguarding children and to help in the promotion and application of the Safeguarding and Safe Practices policy within the school.
- To comply with the school's Safeguarding Policy in order to ensure the welfare of children and young persons.

COMMUNICATIONS, MARKETING AND LIAISON:

- To communicate effectively with the parents/guardians of pupils as appropriate.
- Where appropriate, to communicate and cooperate with persons or bodies outside the school.
- To follow agreed policies for communications in the school.
- To take part in marketing and liaison activities such as Open Mornings, Parents' Evenings, events with feeder primary schools, etc.

PERSONAL RESPONSIBILITIES:

- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and pupils to follow this example.
- To support the school in meeting its legal requirements for worship.
- To actively promote school policies and procedures.
- To be responsible for own continued professional development.

- To comply with the school's Health & Safety policy and undertake risk assessments as appropriate.
- To be courteous to colleagues, visitors, telephone callers and emails and provide a welcoming environment. To attend meetings scheduled in the school calendar punctually.
- To follow the 'Absent from Work Policy' which includes the requirements of setting cover work during any leave of absence.
- To adhere to the School's Safeguarding Policy.
- To undertake duties as required by the Headteacher.

ETHOS AND STANDARDS

The post holder is expected to be committed to (and to contribute towards) improving standards for pupils and to the school's ethos and the maintenance of a caring and stimulating environment for pupils.

COMPLIANCE

The post is subject to compliance with:

- All school policies and operational guidelines on the curriculum and school organisation;
- Compliance with Data Protection legislation;
- Professional Standards for Qualified Teachers;
- SEND Code of Practice

EQUAL OPPORTUNITIES

The post holder will be expected to carry out all duties in the context of and in compliance with the school's Equality Policy.

CONDITIONS OF SERVICE

Governed by the National Agreement on Pay and Conditions of Service, supplemented by local conditions as agreed by governors.

REVIEW AND AMENDMENT

These duties specified may be varied at the reasonable discretion of the Headteacher. This job description is reviewed on an annual basis.

Delegated accountabilities may vary according to the strengths of the individual and key tasks will be negotiated according to the key accountabilities above.

SAFEGUARDING & DBS

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All successful applicants must be willing to undergo child protection screening appropriate to the post, including checks with current/ past employers and a criminal record check with the Disclosure and Barring Service (DBS). Confirmation of appointment will be subject to this.

PERSON SPECIFICATION

Teacher of History

	Essential	Desirable	Assessment
Qualifications	<p>A relevant degree in History related subject.</p> <p>A post graduate certificate in education or a degree with QTS</p>		<p>Production of the applicant's certificates</p> <p>Application Form</p> <p>Interview</p>
Experience	<p>Would suit an NQT or someone in their early years as a teacher.</p> <p>Successful teaching within the age range years 7 -11 including experience of teaching at GCSE.</p> <p>Ability and willingness to contribute to other areas of the curriculum.</p> <p>Ability to offer extra - curricular activities</p>	<p>Experience of teaching GCSE Edexcel syllabus.</p> <p>Experience of teaching A Level History/Government and Politics</p> <p>Experience of being a form tutor</p>	<p>Application Form</p> <p>Interview</p> <p>Professional references</p>
Skills	<p>A passion for teaching History</p> <p>Ability to inspire and engage pupils in their learning.</p> <p>Ability to apply a range of teaching techniques to meet the needs of different groups of learners.</p> <p>Experience of planning successful lessons.</p> <p>Show initiative and approach challenges with a positive attitude.</p> <p>Able to use data effectively to assess prior attainment, track progress and set student targets.</p> <p>Ability to use ICT as learning and teaching tool.</p>		<p>Application Form</p> <p>Interview</p> <p>Professional references</p>

	Essential	Desirable	Assessment
General	<p>Flexible and enthusiastic attitude.</p> <p>Clear ability to relate to young people.</p> <p>A commitment to a positive culture of learning.</p> <p>Resilience to support and find ways to develop young people.</p> <p>Excellent communication skills.</p> <p>Ability to demonstrate competency in all of the professional standards for teachers</p>	<p>Have ideas that you can turn into practice.</p> <p>Ability to be part of a team.</p> <p>Ability to teach age 11-18.</p> <p>Ability to self-review effectively and set appropriate targets.</p> <p>Willingness to organise and participate in school trips.</p>	<p>Application Form</p> <p>Interview</p> <p>Professional references</p>

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