Teacher of English

The Milton Keynes Academy
March 2020

THE MILTON KEYNES ACADEMY
Creative Education Trust



Dear Colleague

Thank you for your interest in the role of Teacher of English at The Milton Keynes Academy.

The Milton Keynes Academy is a larger than average secondary school for students aged 11-18. We are based in central Milton Keynes, an area that continues to grow and thrive at a rapid rate. The Milton Keynes Academy joined Creative Education Trust in September 2018. Our network consists of eleven secondary and six primary academies. We also benefit from the support of a central team.

Our mission is to ensure that our students achieve the very highest standard they can irrespective of their starting points. We are ambitious on behalf of our students; we strive to ensure that everyone's potential is maximised. This can be summed up by our vision statement 'Opportunities for Everyone.' The golden thread that runs through everything that we do at the academy is our desire and commitment to our students and the local community.

"We are looking for a committed, dynamic individual who believes in our mission"

In November 2017, Ofsted once again recognised that we are a 'good' school. The report noted many strengths including our determination to improve the life chances of the young people in our school, especially the disadvantaged pupils. However, we are not complacent and therefore work robustly with our stakeholders to further enhance our offer.

As well as providing a broad and balanced curriculum, we are committed to imbuing our students with cultural capital so that they can flourish in the wider world. We enjoy some of the best business links in the country and use these well-established partnerships to help us to develop the employability of our students. Working closely with companies such as Deloitte, Metro Bank, John Lewis and Niftylift and organisations such as the NHS, the University of Buckingham and MK College allows our students to develop the confidence and knowledge to seize opportunities. Being part of the CET family of schools, gives our students the gateway to take part in cross-Trust competitions from annual sports tournaments to Shakespeare festivals, from choirs to public speaking.

Schools within the Creative Education Trust pursue a rigorous and continuous programme of educational improvement. You can watch a short video on what it means to be part of Creative Education Trust, illustrating our 'Knowledge Connected' approach to learning on our YouTube channel: **www.youtube.com/user/creedacad.**

We are looking for a committed, dynamic individual who believes in our mission and seeks to further enhance the provision of our young people. In turn, you will become part of a diverse staff team and will enjoy opportunities to support your development.

Our HR Team would be delighted to discuss this role with you and are available on **careers@miltonkeynesacademy.org.uk** or 01908 341700. You can also find out more at **www.miltonkeynesacademy.org.uk**

I look forward to receiving your application.

Yours sincerely,

Fiona Seddon
Principal

You can find out more at:
www.creativeeducationtrust.org.uk

ABOUT CREATIVE EDUCATION TRUST





Creative Education Trust inspires and enables young people to build successful lives on foundations of learning, resilience and employability. We believe that a rewarding educational experience and the highest possible qualifications are the best way to ensure social mobility for young people.

Creative Education Trust is a growing multi-academy trust educating over 13,000 children in England. It was established in 2010 to work in England's post-industrial cities and coastal towns: areas of economic disadvantage and with a history of academic underachievement. We transform these schools by integrating a knowledge-rich curriculum with skills and creativity.

Creative Education Trust defines creativity as the ability to find connections between the things we know and turn these connections into new ideas and action. The academic arts and the sciences, practical subjects and life skills all need this creativity, and creativity is valued highly by employers. Our staff and expert advisers use imaginative methods for linking knowledge across subject boundaries, fostering personal development and resilience and developing practical skills that prepare students for their transition to adult life and employment.



Our aims for our students are to:

- ★ Raise their attainment in exams and tests through outstanding teaching
- ★ Make them intellectually curious with a sense of confidence
- ★ Increase their participation in HE, FE and apprenticeships
- ★ Ensure they have employable skills and attitudes
- ★ Create rounded individuals through a wide choice of co-curricular activities



We are achieving our aims through:

- ★ Educational rigour
- ★ Organisational effectiveness
- ★ Financial efficiency
- ★ Partnership & recognition of local identity
- ★ Respect for autonomous leadership
- ★ Quality not quantity
- ★ Promoting practical creativity

You can find out more at:
www.creativeeducationtrust.org.uk

ABOUT
THE MILTON KEYNES ACADEMY





We are a mixed secondary school, catering for children between the ages of 11 and 18 years and our statement building is light and airy with grand open spaces and ample light from the exterior with imposing views over the city of Milton Keynes. The specialist areas are exemplary, well maintained and conductive to a wide range of teaching styles and methods.

Being part of the Creative Education Trust has enabled the school to rigorously pursue rapid improvement for the children we teach.

The school boasts many facilities and we strive to provide an inclusive and expansive education for all of the children in our care.

Our on-site facilities include:

- **The Main Hall**

This is spacious with accommodation for up to 300 people, with projection and sound services and a remote control panel. A demountable wall allows the adjoining dance studio to become a professionally lit stage area for performances and presentations

- **The full sized internal sports hall**

This provides state of the art facilities for a full range of internal team sports and also for the fitness training and gymnastics. It is used by the academy during the day and by the wider community during the evenings and weekends



- **Pitches and astro-turf**

Our grass pitches and courts provide for all external team sports and we have excellent athletics areas matched to a broad and balanced sports curriculum. The enclosed five-a-side pitches and basketball courts are popular during games lessons and during the break and lunch social times

- **Gym**

The gym features a wide range of modern sporting equipment, including state of the art exercise bikes and weights for use during and outside school hours, ensuring all Academy students and staff can enjoy an array of sporting facilities.



Summary of Milton Keynes Academy's Progress Scores in 2019:

- Progress 8 score: **- 0.36**
- Attainment 8 score: **37.5**
- Pupils entering EBacc: **13.7%**
- Staying in Education or entering employment: **89%**

To see full details of the school performance data please visit:
https://www.compare-school-performance.service.gov.uk/school/139068/Milton Keynes-academy





Science labs

- The science laboratories in the main academy building are equipped for a full range of science teaching in Physics, Chemistry and Biology, with excellent support from a team of professional science technicians. The recently constructed extension has provided further specialist science facilities to allow of the growth of the subject

Restaurant

- Our newly built restaurant with panoramic views over the play areas and sports fields provides a light and airy environment for all students to enjoy the healthy and nutritious meals and snacks prepared on site by our team of catering professionals

Music, Drama and Dance

- This area is very well resourced with a range of spaces including Black box drama studios – a fully equipped film and sound recording studio, practice rooms, specialist music technology spaces, and a theatre lighting bar training area

Art and Technology

- The creative arts and technology faculty has studios for all aspects of art, fashion, textiles food and workshop activities
- There is a laser cutter and a fully equipped facility for ceramics and print making. The materials preparation area allows students to design and make in a wide range of materials and media
- There is also an integral exhibition area

The Hub

- a large multi-purpose business engagement centre

Additionally we have:

- Interactive whiteboards in every classroom
- Extensive ICT systems
- Modern and open-plan library with wide range of reading materials



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SUPPORT FOR OUR STAFF

We are committed to providing our academy leaders with the highest quality support and challenge to ensure that their schools excel and give our students the education they deserve.

Our Headteachers have a good deal of autonomy as school leaders within a framework developed collaboratively with our Director of Education and our Director of Standards and Primary Education.

Each of the Creative Education Trust's schools benefits from a comprehensive programme of support and challenge, including working with former HMIs.



Creative Education Trust places a strong emphasis on CPD for teachers and for senior and middle leaders. We run a regular programme of training events to improve teaching performance and also provide focused management development and one-to-one coaching opportunities. We have an active cross-trust group on the Teaching Leaders programme and use Future Leaders and Teach First extensively.

We believe it is very important that each of our academies plans in such a way that financial and human resources are deployed to support their educational strategies fully. This is supported by our experienced Head Office team, who are available to advise on financial planning, audit, HR, legal and property matters either directly or by referral to our professional advisors.

Each of our Headteachers is a member of the Headteachers' Forum that meets regularly to help Creative Education Trust develop its ethos and strategy, and to share their professional expertise. As the network of Creative Education Trust schools grows, this forum has increasing value as a means of professional development and problem solving.

There are also a number of cross-group, phase leader and year-specific forums.



You can find out more at:
www.creativeeducationtrust.org.uk

TEACHER OF ENGLISH JOB DESCRIPTION AND PERSON SPECIFICATION

LOCATION
Milton Keynes Academy

CONTRACT TYPE
Full-time, permanent

SALARY
Main Pay Range
Upper Pay Range

THE ROLE

1. Implement and teach high quality lessons over an appropriately broad, balanced, relevant and differentiated curriculum
2. Act as a Form Tutor
3. Monitor and support the overall progress and development of students
4. Ensure students make progress
5. Meet the Professional Standards relevant to your role and grade

REPORTING LINES
The post will report to the Head of Department

CURRICULUM AND PLANNING

- Participate in the process of curriculum development
- Plan with Inclusion Staff to meet the needs of individual students
- Contribute to the department improvement plan and its implementation

TEACHING AND LEARNING

- Make a contribution to ensuring high quality teaching and learning across the department leading to good or better academic progress for students
- Promote the development of students' moral, spiritual, physical and social progress
- Ensure the consistent implementation of robust tracking and monitoring systems that accurately identify and evidence students' ongoing and projected progress in classes taught
- Ensure that assessment for learning is embedded in all lessons so that students understand fully what they need to do to make the best possible progress
- Assist in the development of appropriate syllabuses, resources, schemes of learning, lesson plans and marking policies
- Plan and teach high quality lessons
- Mark students' work providing constructive feedback
- Assess, record and report on the attendance, progress, development and attainment of students
- Maintain good behaviour in own lessons and keep expectations high, ensuring that any consequences or interventions applied consistently, in line with the appropriate policies and procedures

STANDARDS AND ACHIEVEMENT

- Ensure all students make good or better progress
- Ensure students know what they need to do to improve and respond to feedback
- Ensure students are entered for appropriate exams/boards and tiers of entry

TUTORING

- Lead a tutor group
- Foster and have oversight of the tutor group's academic and social progress
- Provide opportunities for PSHE
- Be the first point of contact between home and the academy

PARTNERSHIPS AND LIAISON

- Support partnership working, particularly with sister schools within Creative Education Trust, to ensure that this is a strength of the school and enhances the opportunities available to students
- Where possible actively support and establish links with other learning establishments and employers and training providers to maximise opportunity for students
- Communicate effectively and co-operate with parents/carers and outside agencies
- Follow agreed policies for communications
- Work closely with all colleagues sharing best practice
- Attend and participate in meetings as required

SCHOOL ETHOS AND COMMUNITY

- Support the school in achieving the British values of diversity, dignity and equality in all aspects of service delivery and engagement with the broader community

- Actively support a culture where all members of the school community respect others and their physical surroundings
- Support the personal development of students and contribute to maintaining a caring climate in which self-confidence, self-respect and social responsibility are encouraged
- Contribute to the wider life of the school
- Celebrate achievement at all levels
- Create opportunities for students to be the best they can
- Promote and uphold the values and ethos of the school and Creative Education Trust such that the highest achievements are expected from all members of the school community

OTHER

- Be committed to safeguarding and promoting the welfare of young people
- Participate in the performance management process and take responsibility for continuing professional development
- Implement and comply with all academy policies
- Undertake any other reasonable duties deemed appropriate to the role

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. The job description will be reviewed from time to time to reflect the changes needs and circumstances of the school. Such reviews and any consequential changes will be carried out in consultation with the post holder.

The Milton Keynes Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The law requires this position to have an enhanced criminal background check. This is to protect children and vulnerable adults and to safeguard positions of trust. The position is therefore exempt from Rehabilitation of Offenders Act. If your application is taken further you will be asked to declare details of any criminal record, even convictions that are 'spent' according to the act. If you are offered the post this information will be checked against Criminal Records Bureau files. You will be provided with full information at each stage.

You can find out more at:
www.creativeeducationtrust.org.uk

Category	Essential	Desirable
Qualification and Training	• Qualified Teacher Status or equivalent • Degree or equivalent with significant content in related subject	• Postgraduate degree and/or further relevant professional studies • The ability to offer a second subject
Experience and Expertise	• Experience of and/or a passion for teaching • Demonstrable understanding of the National Curriculum • Have an achievement focus, and believe in students fulfilling and exceeding their potential • Evidence of successful, consistently good to outstanding teaching practice • Successful experience of using target setting, data analysis and curriculum innovation to improve performance • Ability to analyse performance and articulate reasons behind successful achievement and poor performance and successfully address this • Proven ability to set and achieve ambitious, challenging goals and targets • Excellent oral and written communication skills • Excellent literacy and numeracy skills • Ability to give and receive effective feedback and act to improve own performance and that of others • Ability to explain ideas clearly and succinctly • Sound user of ICT and Microsoft Office package	• Sound understanding of what is required to secure effective teaching and learning • Experience of successfully teaching across age and ability range • Experience of working with other agencies to enrich the education of students • Thorough understanding of the potential of e-learning
Knowledge	• Understanding of different learning styles and multiple intelligences • Demonstrable knowledge and understanding of current issues in education • Sound understanding of what is required to secure effective teaching and learning • An understanding of performance and contextual data as tools for raising student development • Able to inspire, challenge and motivate students	
Personal Attributes	• Are enthusiastic and always positive • Stimulate and spark others through working in teams • Use critical thinking, creativity and imagination • Are able and willing to scrutinise their own practice and to make their practice accessible to others • Believe they can improve on their previous best	• Practise leadership at all levels
Suitability to work with children	• Candidates must be able to undergo successful checks in line with standards for 'Safeguarding Children and Safer Recruitment in Education'. Appropriate and relevant references will be checked • Candidates must demonstrate and understanding and acknowledgement of the individual's responsibility for promoting and safeguarding the welfare of children and young people	
Equal Opportunities	• Candidates must demonstrate awareness/understanding of equal opportunities	

Closing Date: 12pm Monday 30 March 2020

Interview Date: w/c 20 April 2020

You can find out more at:
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