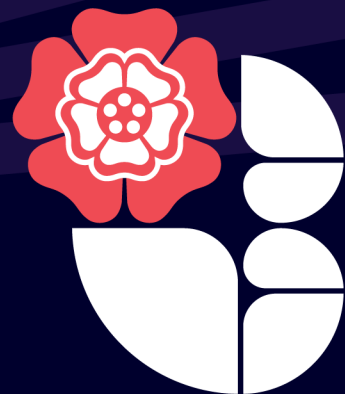


Secondary Recruitment Pack

Wrenn School

Head of Faculty for Mathematics



**WRENN
SCHOOL**
*Creative
Education
Trust*

Dear Colleague



Thank you for your interest in the role of **Head of Faculty for Mathematics** at Wrenn School.

I am delighted that you have shown an interest in applying for this key post at our Ofsted rated GOOD school and SCHOOL OF THE YEAR 2018 (Northampton Education Awards). We believe that our students should receive an excellent education

with opportunities to succeed beyond their potential, encouraging them to become confident, independent young adults, balanced by compassion and respect for others.

Wrenn School joined Creative Education Trust in November 2018. Our network consists of eleven secondary and six primary academies in the Midlands and Norfolk plus a central team. Wrenn School has the ambition, the expertise and the determination to ensure that our outcomes will continue to improve. To do this, it is vital that we attract the right calibre of professional to work alongside our dedicated team of staff.

We are looking for a colleague who shares the clear vision that the child is at the heart of everything we do, who can enjoy positive, professional relationships with young people and who demonstrates high levels of resilience and emotional intelligence.

Every member of staff receives an Individual Professional Development Programme. We empower staff to take ownership of their career progression and we invest significantly in training, outreach work, nationally recognised leadership qualifications and research projects linked to the needs of our students and the school. Your wellbeing and professional development in order to enhance your career is a priority for us. We offer a mentoring programme, career stage interviews, flexible benefits, staff rewards and support for family events. We continually monitor and pursue opportunities to manage workload effectively and promote a working environment that is supportive, enjoyable and positive for all.

The Governors are passionate about securing the very best for the school and expect commitment and drive, coupled with sensibility and humility. If you feel you have the skills, expertise, energy, enthusiasm and passion to join the staff team here, then please ensure that you apply.

You will be able to find a wealth of information about Wrenn School on our website www.wrennschool.org.uk which will help with your decision. Alternately you can arrange to visit us and talk to the students and staff, but more importantly you will see the Wrennaissance for yourself.

Yours faithfully

Steve Elliott
Principal

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

**“We are looking
for an ambitious,
experienced,
committed and
energetic teacher”**

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 WRENN SCHOOL



We are a mixed secondary school, catering for children between the ages of 11 and 18 years and located in Wellingborough, Northamptonshire.

Since November 2018 we have been part of the Creative Education Trust. This 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:

- Sports fields including 5-a-side football pitches;
- Multi-Use Games Area marked up for netball and football;
- Multi-use Floodlit Astro Turf
- Performance hall with sound system and projector;
- Lecture Hall complete with tiered seating;
- Wrenn Double Decker Science Bus
- Dedicated Sixth Form Hub
- Use of visualizers in selected classrooms
- Bespoke music centre
- Specialised creative subject learning building
- Learning Resource Centre for text based resources



Summary of Wrenn School's Progress Scores in 2018:

- Progress 8 score: **+0.17**
- Attainment 8 score: **43**
- Pupils entering EBacc: **52%**
- Staying in Education or entering employment: **91% (2016 Leavers)**

To see full details of the school performance data please visit:

<https://www.compare-school-performance.service.gov.uk/school/139961/wrenn-school>

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 Principals and 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 Headteacher 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

HEAD OF FACULTY JOB DESCRIPTION AND PERSON SPECIFICATION

LOCATION

Wrenn School, Wellingborough, Northamptonshire

SALARY

MPS/UPR + TLR1b

Start date: April 2020 or September 2020

THE ROLE

This role is essential to drive progress and build capacity within the Faculty including developing the curriculum and associated high quality schemes of learning, and ensuring good and better teaching to achieve the best possible outcomes for all students.

REPORTING LINES

The post will report to the SLT link for Mathematics.

TEACHING, LEARNING AND STANDARDS

- Ensure that the faculty curricula fully meet the needs of all pupils and is effectively delivered in all respects.
- Deliver exceptional lessons and be a model of teaching practice for other teachers in the department
- Quality assure teaching and learning within the department and identify effective practice and areas for improvement.
- Ensure that the E-safety education of the pupils is of the highest standard
- Co-ordinate the preparation and development of courses of study, teaching materials, schemes of work and methods of teaching.
- Devise and implement assessment and marking policies.
- Co-ordinate assessment, reporting and analysis of pupil progress within the academy's framework to make data-driven changes to curriculum design and pupil interventions.
- Provide the Senior Leadership Team with relevant subject, curriculum area or pupil performance information.
- Actively promote the work of the department across the Academy.

- Devise strategies to close gaps in achievement between different groups.
- Ensure that all pupils achieve or exceed academy targets.
- Ensure that appropriate relevant extra-curricular opportunities enrich the pupils' experience.
- Contribute to whole school STEM activities.

MANAGEMENT AND LEADERSHIP

- Motivate, challenge and support all staff in order to ensure a high performing department and positive team culture.
- Coach staff to ensure excellent teaching and learning in all lessons, through regular observation and feedback.
- Work collaboratively with ICT technical staff to ensure that the highest standards of resources are deployed at all time
- Ensure that non-specialist teachers are employing best pedagogical practice for their subject.
- Ensure effective communication within the department
- Delegate clearly defined areas of responsibility to other members of the department.
- Take an active role in the appointment and professional development of teachers and non-teaching staff including the induction of new staff, appraisal for all staff, and the induction and assessment of new and newly qualified teachers to work in the department.

EFFICIENT AND EFFECTIVE DEPLOYMENT OF RESOURCES

- Manage the department budget effectively;
- Oversee ordering, maintenance and accountability for the teaching and learning resources within the department
- Ensure the school's Health and Safety policy and all published safety guidance is implemented and monitored in the department, including appropriate risk assessments when necessary;
- Ensure that the department inventory of equipment is maintained and regularly updated.

SCHOOL ETHOS AND COMMUNITY

- Work with parents and students to ensure that they have an understanding of the aims of the school, its policies and procedures and future direction.

You can find out more at:

www.creativeeducationtrust.org.uk

- Foster a culture where students respect others and their physical surroundings through implementing a range of strategies developed with external consultants, monitoring their impact on outcomes.

PERSONAL QUALITIES

- Must be adaptable, flexible and open to change.
- Excellent inter-personal skills and the ability to remain constructive under pressure.
- A 'can do' and 'will do' attitude.
- High level interpersonal and communication skills.
- Commitment to equality and diversity.
- Integrity, openness, energy and enthusiasm.

SUPPORTING THE WORK OF CREATIVE EDUCATION TRUST

- Develop strong, positive relationships with Creative Education Trust colleagues; participating in trust-wide work and projects as appropriate.
- Participate with internal and external partners and specialists to share best practice, contribute to the development of Trust strategies and policies and promote the school and Creative Education Trust in a national context.
- Undertake any other reasonable duties deemed appropriate to the role.

OTHER ACCOUNTABILITIES

- Play an active role in school life and make a positive contribution to the ethos of the school.
- Share the responsibility with other managers for the maintenance of a learning environment and the well-being of students throughout the day and at the end of the school day.
- Assist in the development of Academy policies when requested and effectively implement all academy policies within the department.
- Assist in devising strategies and implementing activities to recruit pupils to the Academy
- Actively participate in Heads of Faculty meetings and collaborate with other Heads of Faculty in order to enrich pupil learning.
- Perform additional duties and tasks required for the effective operation of the Academy.
- Undertake other relevant responsibilities as directed by the Principal.

This job description is not necessarily a comprehensive definition of the post, and the post holder will be required to undertake other duties appropriate to the grade and character of the work as directed.

The job description will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the post holder.

The duties may be varied to meet the changing demands of the school at the reasonable discretion of the Headteacher

You can find out more at:

www.creativeeducationtrust.org.uk

HEAD OF FACULTY PERSON SPECIFICATION

	Essential	Desirable
Qualifications	Qualified to degree level or above. Qualified teacher	Further evidence of CPD linked to leadership role.
Experience	<p>Experience of raising attainment in a challenging classroom environment</p> <p>Experience of reflecting on and improving teaching practice to increase student achievement</p> <p>Evidence of continually improving the teaching and learning of their subject through schemes of work and extra-curricular activities</p> <p>Successful teaching experience in the Secondary phase</p> <p>Experience of raising standards through leading staff development</p>	
Knowledge and understanding	<p>Thorough and up to date knowledge of curriculum area</p> <p>Understanding of the strategies needed to establish consistently high aspirations and standards of results and behaviour.</p>	<p>Evidence of raising the achievement of groups of students</p> <p>Ability to analyse and interpret data effectively and act upon the information</p> <p>Knowledge of how to implement inclusive education</p> <p>Knowledge of curriculum requirements and developments and educational initiatives, including ICT</p>
Skills	<p>Excellent classroom teacher with the ability to reflect on lessons and continually improve their own practice.</p> <p>Effective and systematic behaviour management, with clear boundaries, sanctions, praise and rewards</p> <p>Thinks strategically about classroom practice and tailoring lessons to student needs.</p> <p>Understands and interprets complex student data to drive lesson planning and student attainment</p> <p>Good communication, planning and organisational skills</p> <p>Demonstrates resilience, motivation and commitment to driving up standards of achievement</p> <p>Acts as a role model to staff and students</p>	Evidence of managing CPD

You can find out more at:

www.creativeeducationtrust.org.uk

	<p>Commitment to regular and ongoing professional development and training to establish outstanding classroom practice.</p> <p>Vision aligned with Creative Education Trust's high aspirations and high expectations of self and others</p> <p>Effective team worker and leader</p> <p>High expectations for accountability and consistency</p> <p>Genuine passion and belief in the potential of every student</p> <p>Motivation to continually improve standards and achieve excellence</p> <p>Effective listening skills which lead to a strong understanding of other</p> <p>Relishes accountability and takes personal responsibility for their own actions</p> <p>Excellent critical thinking skills; has intellectual curiosity and rigour</p> <p>Proven ability to be able to build trust and mutual respect between pupils, families and staff</p> <p>Strong interpersonal, written and oral communication skills.</p> <p>Ability to demonstrate sound balanced judgement with decisiveness, flexibility and integrity</p> <p>Commitment to and vision for developing links with the local community</p> <p>Commitment to and belief in equal opportunities and to equally value all students</p> <p>Commitment to academic and personal excellence</p> <p>Committed to the highest standards for child protection</p> <p>Willingness to develop the school's links with other schools and organisations</p>	
Equal opportunities	A demonstrable commitment to supporting and promoting safeguarding, student welfare, equality and diversity	

The Creative Education Trust is committed to safeguarding and promoting the welfare of our children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake relevant safeguarding checks in line with Government safer recruitment guidelines.

You can find out more at:

www.creativeeducationtrust.org.uk