



RECRUITMENT INFORMATION PACK

Construction Tutor

The Elland Academy
Gelderd Road
Leeds
LS12 6DO

RECRUITMENT INFORMATION PACK

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Dear Applicant

As a multi-academy sponsor we are acutely aware of the need to offer additional provision opportunities for our students whilst embracing our core ethos of aspiring to the highest possible achievement for every individual.

The Elland Academy opened in September 2014 to meet the needs of 4-18 year olds that attend our academies. Our aim is to promote inclusion, raise standards of behaviour and achievement by pro-active early intervention, with the aim to reduce fixed term and permanent exclusions.

Our vision is to ensure that the Education we provide is high quality, effective and inclusive to ensure all our students who have challenging and vulnerable young people are provided with appropriate opportunities and positive experiences to become responsible members of the Community.

We currently serve 4 secondary schools and 4 primary schools of Delta Academies Trust but are opening our doors to other local authority schools in the area.

We work collaboratively with academies and have built close working partnerships with the local communities. Our staff provide a coherent and structured model of a familiar setting to best meet student needs.

We are looking for outstanding members of staff that can take the organisation onto greater success, inspiring the children to attain the highest level possible.

If you share our vision and passion for young people and their families then we would like to hear from you.

Yours faithfully

Alice Ngondi
Head of Academy

Introduction

Delta Academies Trust is a not for profit charitable organisation that is committed to changing outcomes for children in the academies it sponsors and the wider education system. We are a teaching school, training teachers, school leaders and other professionals who work with children.

Delta Academies Trust firmly believes that an outstanding education should be the right of every child and should not be determined by a post code lottery. The Trust will strive to ensure that all pupils and students in our academies attend an outstanding school.

We are determined that local children can attend a local school and we will place those children who need extra help first in our admissions policy.

In our family of academies we currently have a range of educational provision that includes: Secondary, Primary, Infant, Junior, Alternative Provision and Pupil Referral Units.

Delta places at the heart of its school improvement a commitment to high quality professional development for all staff who join the Trust. We understand that by investing in our staff we will create an organisation with a shared vision and values that will transform education for the children and young people we serve.

You can find out more details about Delta and our academies at **www.deltatrust.org.uk**

Delta Academies Trust - Our Vision and Values

Our vision is based on the values and the principles of Delta Academies Trust. Our academies will:

- Change children's and young people's lives for the better, providing them with the skills, knowledge and understanding to be successful throughout life and contribute positively to their communities.
- Place learners at the heart of everything we do and ensure that we promote social responsibility, honesty, integrity and caring for others.
- Deliver outstanding academic outcomes for all pupils and students and engender in them the confidence and aspiration to be successful.
- Create a generation of young people who care about their environment and recognise that they can shape the future through their own actions.
- Recognise and appreciate the different beliefs others hold but will promote British Values and encourage active citizenship, promoting social cohesion.
- Promote scientific enquiry and the development of analytical thinking skills that enable pupils and students to question the world around them and evaluate received wisdom.
- Celebrate human creativity and the enrichment Arts bring to our lives and community.

Why work for Delta Academies Trust?

- You will be joining a team that is committed to changing lives through transforming educational outcomes. A Trust **highly committed** to ensuring that you benefit from high quality development and training.
- You will work alongside professionals in a fast-paced and **dynamic environment**.
- You will develop your skills alongside **like-minded colleagues**.
- Each of the Delta academies is committed to a climate of **mutual support** and **partnership** and to working closely with each other.
- **Career Development** - Delta Academies Trust offers personal development through a range of flexible opportunities. All new staff members receive a comprehensive induction. The Trust offers a central CPD programme involving a range of training, which can include Ofsted training, safer recruitment, pediatric first aid and Evolve training. We also have a clear strand of Teaching and Learning CPD and an innovative and exciting Leadership and Development programme.
- **Pension** - Every employee of Delta Academies Trust has access to a pension scheme.
- There is a **Cycle to work scheme**
- **Work-life balance** - We aim to be a 'best practice' employer. We understand that our employment policies need to be flexible and responsive in order to promote diversity and equality, and to attract and retain the highest quality staff.
- **Child care vouchers by Sodexo** - Child care vouchers work through a salary sacrifice and they are taken from your salary each month before your usual Tax and NI contributions.
- **Tech Salary Sacrifice Scheme** - this gives employees the opportunity of having the latest technology and the cost directly deducted from their gross monthly salary, saving on Tax and National Insurance Contributions.

The Application Process

Further details about the work of Delta Academies Trust including academies it currently sponsors can be found at www.deltatrust.org.uk

Completed applications should be returned to jobswest@deltatrust.org.uk or by post to Delta Academies Trust, Recruitment Team, Education House, Spawd Bone Lane, Knottingley, WF11 0EP

All applications that have been submitted electronically will receive an email from the recruitment team confirming receipt.

A letter will be sent to shortlisted candidates with details of the interview process. If you have not heard from us within 2 weeks of the closing date please assume your application has been unsuccessful.

Queries

If you have any queries on any aspect of the application process or need additional information please contact the Recruitment Team on 0345 196 0095.

We are committed to treating all applicants fairly and have a policy on the recruitment of ex-offenders which is available to applicants on our recruitment website at: <http://recruitment.deltatrust.org.uk>

Construction Tutor
Temporary, one year contract to 31st August 2018
Tutor Pay Scale
Required as soon as possible

Are you innovative, creative, forward thinking, and have a passion for working with the most vulnerable children in our society to ensure they get the education they deserve? This may be the opportunity for you to make a real difference.

Inclusion is integral to Delta Academies Trust and we have a zero exclusion policy in our schools. Our Alternative Provision Free Schools will widen the opportunities to succeed and achieve for all learners who experience challenge in mainstream provision. This includes children that are subject to one off, short-term or rare difficulties, to extreme SEBD pupils and pupils on the low end of the autistic spectrum. In addition the provision will provide additional capacity for vulnerable, disadvantaged, disaffected pupils who are not sustaining age related progress and are at risk of exclusion. Our provision will cater for 4 – 18 year olds.

We are seeking to appoint a Construction Tutor as soon as possible for a temporary one year contract.

The successful candidate will:

- Be able to demonstrate high quality teaching where students make good and outstanding progress.
- Have the knowledge and experience to teach across the whole range of age and ability.
- Be enthusiastic, resourceful and keen to ensure that the highest possible standards of achievement, personal development and pupil well-being are achieved.

Visits to The Elland Academy are warmly welcomed by appointment through the academy, please contact the academy on 0113 2127010.

Closing Date: Monday 9th October, 12 Noon

An application pack can be downloaded from
www.recruitment.deltatrust.org.uk
or by contacting our recruitment team on
0345 196 0095
or email
jobswest@deltatrust.org.uk

The Trust is committed to safeguarding the welfare of its students and the successful applicant will be subject to an enhanced Disclosure and Barring Service Check.

JOB DESCRIPTION

Construction Tutor

Salary: Tutor Point 1- 6 (£20,797 - £28,746)

Accountable to: Vice Principal

Responsible for: N/A

Purpose of the job:

The successful candidates will join a team of tutors and support workers and will teach a range of construction courses, co-ordinate a range of NVQ programmes, as well as being involved in new and exciting curriculum planning and development.

Duties and Responsibilities

- To promote and be committed to the academy's aims and objectives
- To maintain and contribute to the development of academies policies
- To promote and be committed to securing high expectations for learning and the raising of achievement
- Within school and subject policies, to:
 - Effectively teach National and School Curricula
 - Set appropriate homework
 - Mark work, assess, record and report student progress
 - Provide a stimulating learning environment
 - Have due regard for maintaining health and safety and security in the area s/he uses
 - Contribute to department and school enrichment programmes
- To ensure that procedures for use of equipment and materials conform to Health and Safety requirements and the Control of Substances Hazardous to Health (COSHH) and other current legislation are adhered to.
- To take responsibility within a team based model of management for the design, development, delivery and quality assurance of a highly flexible curriculum and associated resources
- To contribute to the organisation and monitoring of student work placement, industrial/educational visits and other externally organised learning opportunities as appropriate.
- To provide guidance and support which encourages students to achieve and progress in accordance with the opportunities for training needs, academic progression and lifelong learning.

Other specific duties

- To undertake any other duty as specified by the School Teachers' Pay and Conditions Document not mentioned in the above
- To comply with any reasonable request from a manager to undertake work of a similar level that is not specified in the job description

Area of Responsibility and Key Tasks

PLANNING, TEACHING AND CLASS MANAGEMENT

Teach allocated students by planning their teaching to achieve progression of learning through:

- identifying clear teaching objectives and specifying how they will be taught and assessed
- setting tasks which challenge students and ensure high levels of interest
- setting appropriate and demanding expectations
- setting clear targets, building on prior attainment
- identifying SEN or very able students
- providing clear structures for lessons maintaining pace, motivation and challenge
- making effective use of assessment and ensure coverage of programmes of study
- ensuring effective teaching and best use of available time
- monitoring and intervene to ensure sound learning and discipline
- using a variety of teaching methods to:
 - i. match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
 - ii. use effective questioning, listen carefully to students, give attention to errors and misconceptions
 - iii. select appropriate learning resources and develop study skills through library, I.C.T. and other sources
- ensure students acquire and consolidate knowledge, skills and understanding appropriate to the subject taught
- evaluate their own teaching critically to improve effectiveness
- work effectively within a staff team to ensure the success of all students

DEVELOPING INDEPENDENT LEARNING SKILLS

- take account of students' needs by providing structured learning opportunities which develop the areas of learning identified in national and local policies and particularly the foundations for literacy and numeracy
- encourage students to think and talk about their learning, develop self-control and independence, concentrate and persevere, and listen attentively
- use a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle for learning
- Manage parents and other adults in the classroom

MONITORING, ASSESSMENT, RECORDING, REPORTING

- assess how well learning objectives have been achieved and use them to improve specific aspects of teaching
- mark and monitor students' work and set targets for progress
- assess and record students' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the student is achieving
- Prepare and present informative reports to parents

OTHER PROFESSIONAL REQUIREMENTS

- have a working knowledge of teachers' professional standards, duties and legal liabilities
- operate at all times within the stated policies and practices of the academy
- establish effective working relationships and set a good example through their presentation and personal and professional conduct
- endeavour to give every child the opportunity to reach their potential and meet high expectations
- contribute to the corporate life of the academy through effective participation in meetings and management systems necessary to coordinate the management of the academy
- take responsibility for their own professional development and duties in relation to academy policies and practices
- liaise effectively with parents and governors
- take on any additional responsibilities which might from time to time be determined.

Any additional responsibilities in line with Teachers' Pay and Conditions as negotiated with the Principal.

PERSON SPECIFICATION
Construction Tutor

	Ess	Des	MOA
KNOWLEDGE/QUALIFICATIONS			
Tutor qualification	*		A/C
PGCE/Cert Ed or working towards		*	A/C
NVQ Level 3 in any one of the trades or working towards	*		I/R
An awareness of current issues in Construction		*	A/I
A good or better classroom practitioner	*		I/R
Understanding of health and safety issues and good practice	*		A/I
Knowledge of the new Professional Teaching Standards	*		A/I
EXPERIENCE			
Be an excellent classroom teacher	*		A/I
SKILLS			
Good organisational and personal management skills	*		A/I
Effective planning and teaching	*		A/I/R
Effective behaviour management	*		A/I/R
An ability to demand high standards	*		A/I/R
Work independently and being a team player	*		A/I/R
Effective time-management	*		A/I
The ability to meet deadlines	*		A/I
Good ICT skills	*		A
BEHAVIOUR AND OTHER RELATED CHARACTERISTICS			
Commitment to self and team development	*		A/I
Work in ways that promote equality of opportunity, participation, diversity and responsibility	*		A/I
A commitment to abide by and promote the Academy's Equal Opportunities, Health and Safety, Child Protection Policies	*		A/I
A professional responsibility to promote and safeguard the welfare of children and young people	*		A/I
The postholder will require an enhanced DBS Check	*		C

Key: MOA= Method of Assessment, Ess= Essential, Des= Desirable, A= Application, I= Interview, and assessment, R = Reference, C= Certificate.