



HEATHFIELD KNOLL SCHOOL

and First Steps Day Nursery

**Teacher of Geography
Part-time**

Closing date 27th March 2020

Interviews week commencing 30th March 2020

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Welcome



Thank you for considering the role of Teacher of Geography at Heathfield Knoll School. The successful applicant will join the school at an exciting time. Following the recent partnership with KSI Education, the school is benefitting from £1 million of investment. This includes new buildings to house food, computing and music technologies in addition to a Learning Centre. We are looking for someone who has a love of learning and the ambition and desire to benefit from an expanding programme of CPD, including fully funded Masters Level courses. The successful candidate will be passionate about teaching and value relationships with all members of our small school community. I very much look forward to reading your application and invite you to speak with me directly should you have any questions in advance.

Lawrence Collins
Headmaster

The School



Nestled within the Wolverley countryside, Heathfield Knoll School (HKS) and First Steps Day Nursery enjoys an enviable reputation as the leading school in the Wyre Forest and the wider region.



Heathfield Knoll is a recently merged school comprising Heathfield School and The Knoll School. We are proud of our heritage and of our offer to the local and wider community. Heathfield School will celebrate its 400th anniversary this year. Whilst much has changed since William Sebright founded the school in 1620, our core values of nurture, relationships and care centred on a personalised approach to education remain.

Children join the First Steps Day Nursery at three months, moving on to the Preschool at three years. The main school welcomes children at any age from five to 16 years (although there are early plans to introduce a sixth form).

The School

The school is centred around a large country house in beautiful surroundings which includes extensive playing fields, woodland and grassland (a total of over 30 acres). Heathfield Knoll's generous grounds are frequently used to support a creative curriculum, including a recently re-launched Forest School. HKS aims to provide a traditional, well-structured education in small, nurturing teaching groups. This means that children's needs are catered for and they thrive in a well-ordered atmosphere of mutual respect. HKS is concerned with more than just academic achievements, we encourage children to approach adulthood as confident, articulate and courteous individuals.



KSI Education



KSI EDUCATION

THE
EARTH CENTRE
— Kingsley School, Bideford —

From January 2020 HKS has become part of the KSI Education group.

KSI is clear that their investment in this evolving family of educators should create outstanding student outcomes.



To embed best practice in their schools, and to enable teachers to build on their current strengths, KSI will:

- Fund staff access to Masters in Education programmes after the 2nd year of full employment.
- Offer an enhanced CPD programme, including training in the 'Learning to Learn' pedagogy.
- Facilitate a Professional Learning Network to support achievement and progression. The intention is that practising teachers will form an influential voice within the network, shaping the content and delivering CPD, which will be complemented by contributions from external experts within higher education and industry.
- Increase access to tertiary providers in order to offer Teacher Masterclasses designed to support the teaching of specific areas of the curriculum, and enable teachers to access practical and innovative opportunities for professional development at every stage of their career.
- Encourage subject teachers to work collaboratively across the network of KSI schools to cascade best practice.
- Invest in organisations outside the schools that can enhance the educational experience of our students.
- Invest in technology and foster teachers' technological skills.

Job Specification

Teacher of Geography Part-time with some flexibility

Vacancy details

We seek to appoint an outstanding teacher to lead geography across key stages 3 and 4. The ability and/or willingness to teach upper key stage 2 is desirable; however applicants are welcome from those only interested in teaching children of secondary age.

Pupils are taught geography as a discrete subject from Year 5. We follow the AQA GCSE specification from Year 9. From September, the department will operate in one of two or three humanities classrooms; all classrooms are networked and have a digital projector and/or Smart Boards and humanities will have good access to computing facilities. With student recruitment and interest into the subject buoyant, we aim to employ a passionate teacher who is keen to engage students and to raise further the profile of the subject across the school; this includes supporting outdoor learning through domestic and international fieldwork.

The **closing date** for applications is **Friday 27th March 2020**. Interviews will be in the week commencing **Monday 30th March 2020**.

To be successful in this role, you must be:-

- Suitably qualified with QTS in the appropriate age range and experience teaching geography from KS3 to KS4. An ability and/or willingness to teach from upper KS2 is desirable but not essential.
- Passionate in using your knowledge of current theory and practice in teaching and learning to provide highly effective curriculum delivery, in a stimulating and enjoyable way.
- Ready to utilise the benefits of an independent curriculum that is innovative and flexible in terms of delivery and content.
- An enthusiastic team player, willing to participate fully in the School's extra-curricular programme and wider school life.
- Engaged with the School's ethos, thinking creatively and reflectively within an open, honest and hardworking team.

Job Specification

Job Purpose:

- To carry out the professional duties of a teacher across the age ranges specified and in accordance with the school's policies under the direction of the Headmaster.
- To be an effective professional who demonstrates thorough curriculum knowledge and can plan and deliver well-structured lessons meeting the needs of all pupils.
- Set high expectations which inspire, motivate and challenge pupils and contribute positively to life at HKS.



Teachers' Standards

In addition to the School's general requirements and key responsibilities set out below, teaching staff must also have regard for the Teachers' Standards set out by the Department for Education. As a minimum, a Teacher must:

1. Set high expectations which inspire, motivate and challenge pupils.
2. Promote good progress and outcomes by pupils.
3. Demonstrate good subject and curriculum knowledge.
4. Plan and teach well-structured lessons.
5. Adapt teaching to respond to the strengths and needs of all pupils.
6. Make accurate and productive use of assessment.
7. Manage behaviour effectively to ensure a good and safe learning environment.
8. Fulfil wider professional responsibilities.

Job Specification

Key responsibilities

1. Effectively teach pupils of all abilities and as a minimum across Key Stages 3 and 4, planning, preparing and delivering engaging and challenging lessons which enable all pupils to make good progress in their learning.
2. Use a range of appropriate classroom management strategies to maintain high levels of behaviour and discipline and deal promptly and effectively with misbehaviour in accordance with the School's policies.
3. Where appropriate, use ICT in preparation and delivery of lessons, in the tracking and reporting of pupils and in accordance with the general professional expectations of teaching staff.
4. Recognise each student as an individual, for instance, liaising with the SENCO and supporting the gifted and talented.
5. Regularly mark pupils' work, including homework, carefully and conscientiously and provide pupils with regular written and verbal feedback on their learning, employing strategies to promote independent learning.
6. Write and deliver regular reports on pupil progress to parents and guardians, giving clear and constructive feedback in accordance with the School's policies.
7. Develop own teaching practice, and support colleagues' development, in line with whole school initiatives.
8. Be responsible for identifying and participating in further professional development and continuous CPD as appropriate/required to maintain a thorough and up-to-date subject knowledge and wider developments relevant to your work.
9. Contribute to the whole School aims, policies and practices, including those in relation to pastoral care, bullying, behaviour and discipline.
10. Lead and/or support through participation in extra-curricular activities. An interest in supporting an active and highly regarded programme of extra-curricular music is essential.
11. Lead in the development of new schemes of work/programmes of study and assist with preparing the department for external inspection (currently ISI) as required.
12. Support and be prepared to implement strategies to promote the school's values.
13. Attend staff meetings, pastoral meetings, open evenings and parents' evenings (and other functions of a similar nature) as deemed necessary by the Head and/or Senior Leadership Team.
14. Work safely for own protection and the protection for others (see also Health and Safety policy).
15. Undertake any additional responsibilities, including cover work (where appropriate) and participation in the school's arrangements for performance management, as required by the Head and/or Senior Leadership Team from time to time.

Person Specification

The School will seek evidence of the following criteria from:

- Application form
- Letter of application
- References
- Interview
- Qualification certificate(s)
- Lesson observation
- Successful completion of appropriate Child Protection Screening including Disclosure and Barring Service and other checks as described in the Recruitment Policy.

Attributes	Criteria	Rank
Education and Training	<ul style="list-style-type: none">• Qualified to Degree Level or equivalent.• QTS in appropriate age range.• Evidence of ongoing personal development training.• Desire to continue with professional development.	Essential Essential Desirable Desirable
Relevant Experience	<ul style="list-style-type: none">• Experience of working with children.• Experience of teaching across Years 5 and 6.• Experience working across Key Stages 3 and 4.	Essential Desirable Essential
General and Special Knowledge	<ul style="list-style-type: none">• Good subject knowledge across age ranges.• Experience of leading the curriculum area(s).• Experience delivering extra-curricular activities including The Duke of Edinburgh's Award.• Thorough understanding of current education policies and practice, including safeguarding.	Essential Desirable Desirable Desirable

Person Specification

Attributes	Criteria	Rank
Skills and Abilities	• Ability to plan and teach well-structured lessons to all abilities and ages to a high standard.	Essential
	• Strong interpersonal skills to effectively communicate with staff, parents and children.	Essential
	• To be caring, patient and sympathetic to the needs of the children.	Essential
	• Ability to work as part of a team.	Desirable
	• Adapt teaching to the strengths and needs of all pupils.	Essential
	• Good organisational skills.	Desirable
Any Additional Factors	<ul style="list-style-type: none">• Ability, flexibility and willingness to take on other responsibilities or duties as deemed necessary.• Play a full part in the life of the school community, to support its distinctive mission and ethos.	<div>Essential</div> <div>Essential</div>

Whilst every effort has been made to outline the main duties and responsibilities of the post, the information above is not exhaustive.

This job description is current at the date shown, but in addition to the duties outlined above, you may be asked to undertake any other duties which may reasonably be regarded as within the nature of duties and responsibilities of the post. Any changes of a permanent nature will be fully negotiated with you and incorporated into the job description.