

Welcome to Sunbury Manor School

Teacher of PE (Maternity Cover) Applicant Information Pack



Commitment | Community | Responsibility | Kindness | Respect



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Message from the Headteacher

Dear potential applicant,

Thank you for your interest in our school and I hope that you find all of the information that you need to continue with your application to join us. We are proud to be a true community comprehensive school. We are driven by the principle that every young person deserves a high-quality education and the opportunity to develop their individuality, opinions and identity in a safe and supportive environment.

We live by our school values of commitment, community, responsibility, kindness and respect, and these values are present in all we do each day. Staff are dedicated to ensuring that students receive excellent pastoral care and personal development through our life skills, citizenship and character education programmes.

Our broad and balanced curriculum ensures that students are equipped for the next stage of their education, while providing the opportunity to develop passion and interest in a wide variety of subjects, both inside and outside of the classroom.

We are ambitious for all our students and I am dedicated to ensuring that we enable every child to achieve their very best. While we face a number of challenges to this mission, I will endeavour to lead the staff and students of Sunbury Manor on this journey to academic success.

I am delighted that you are interested in applying for the post of Teacher of PE. You would be joining the team at an exciting stage of its development as we continue to adapt our curriculum and practice in order to give our students the best learning experience.

I hope the information enclosed will encourage you to apply for the post. If you would like any further information, would like to talk about the post in more depth or wish to visit the school before applying, please contact Amanda Cole who will be happy to arrange this. acole@sunburymanor.surrey.sch.uk

Kind regards,



David Lee
Headteacher

Message from Head Students

Sunbury Manor School is a supportive environment that we believe has encouraged all of us to thrive on our own personal pathways. No matter your ambition you will always be pushed to succeed by both our teachers and students. Not only does Sunbury Manor acknowledge an individual's strengths, but recognises and supports when you need more help.

We feel that one of the greatest aspects about Sunbury Manor School is its unique opportunities that it offers all of its students, covering all areas of interest. One of our amazing sporting opportunities that our school offers is the chance to become a Ball Boy or Ball Girl at the Wimbledon Tennis Championships in Year 9 and 10. Other extra-curricular sporting activities that students are encouraged to participate in consist of football, rugby, netball, badminton, cricket, rounders and many more. These can result in outstanding trips to venues like The Oval for cricket, Twickenham Rugby Stadium and the Copper Box. As well as this, our school provides us with the chance to become Sports Captains and Leaders to gain leadership skills. If sport is not your thing, Sunbury Manor provides multiple amazing opportunities such as Youth Speaks, subject trips, an annual drama production, college trips and the chance to apply to become a prefect, senior prefect, House Captain or Head student.

The school's House System encourages a friendly competitive nature around the school, which promotes involvement in a variety of House challenges and competitions. The Student Council provides a strong student voice, which contributes greatly to decision making within the school. These work together to push the school's five core values; commitment, community, kindness, responsibility and respect. Overall, Sunbury Manor School is a safe and inclusive environment, which guides all students to thrive and develop as people throughout their five years.





About Sunbury Manor

COMMITMENT

COMMUNITY

RESPONSIBILITY

KINDNESS

RESPECT

We aim to be an exceptional school at the heart of the community. We create opportunities for our students to thrive, lead and succeed. We expect excellence from all of our students through ambition, aspiration and dedication.

A warm welcome to Sunbury Manor School, a proudly comprehensive, mixed 11-16 Single Academy Trust school with approximately 1200 student on roll, with capacity to grow. We are located on the edge of Surrey and Southwest London. We were graded Good by Ofsted in October 2019. Sunbury Manor is a happy, successful and highly inclusive school.

Students in Key Stage 3 study a full curriculum for three years. Option subjects for Key Stage 4 continue to remain broad and balanced. The fundamental role of our school is to provide a high-quality learning experience and all teachers strive to deliver well planned, challenging and engaging lessons. We are committed to maintaining a strong and cohesive teaching staff of qualified subject specialists in all areas of the curriculum. This allows us to provide a high-quality experience in the classroom for all learners. We believe our students deserve the very best when it comes to their learning, which is why we aim to provide quality training and continued professional development for all our staff. This is essential to ensure that all staff are up to date with their subject knowledge and awareness of an ever-changing educational landscape. We are clear in our mind that students learn best when they can develop a trusting relationship with their teachers and support staff; people they know who have their best interests at heart and can guide them to make improvements by monitoring their progress over time. We believe that homework is an essential tool for helping students to develop their skills and become independent learners; something that is clearly essential when it comes to preparing young people for the wider world of further education and work.

Extra-curricular and leadership opportunities are wide and varied enabling our students to experience different challenges and activities including; debating competitions, board game clubs, Duke of Edinburgh, Wimbledon ball girl/boy trials, home cooking club, trips to Barcelona, WW1 battlefields and many more.

Please take a moment to read our prospectus and newsletter, we hope it gives you a sense of the wonderful opportunities we offer. We also welcome visitors to our school if you would like to take a tour.



Teacher of PE (Maternity Cover)

Salary: £31,350—£47,839 | Temporary & Full-time | Start date: November, 24

Required for November, 24

Are you passionate about teaching and learning?

Are you passionate about your subject?

We are seeking to appoint an inspirational and dedicated Teacher of PE & Art to join a school that has high expectations and high aspirations for all of our students. Applications are welcome from both experienced and newly qualified teachers who are able to teach across the ability range and across Key Stage 3 and 4.

You will be joining a school with fantastic team spirit and genuine collegiality across the team. Staff are engaged with professional development and are supported in exploring new ideas.

Sunbury Manor School is a mixed, 11-16 Single Academy Trust. We are proudly comprehensive and serve a wide community on the edge of Surrey and Southwest London, that is vibrant and ambitious.

Sunbury Manor has a very clear ethos and you will see it if you visit our school; strong, positive relationships that create an environment where teachers can teach exceptional lessons and students can make exceptional progress.

We offer an excellent Professional Development programme at all stages of a teacher's career, we also offer Westfield 24/7 Employee Assistance Programme, Westfield Health Cash Plan, Westfield Rewards (discounts from hundreds of leading retailers, restaurants and destinations), free gym membership at the neighbouring leisure centre and staff laptop.

To apply please use the apply now button and complete the online application form.

Please refer to the online advertisement for confirmation of the job closing and planned interview dates.

This vacancy is open to new applications only. We strongly encourage early applications. Applications will be considered as they are received and we reserve the right to appoint before the closing date. All applicants must have the right to live and work in the UK.

Important information: Please note as part of the schools safer recruitment process we engage with an external provider to complete a full Social Media check on all shortlisted/recruited applicants. The process is a mandatory part of our recruitment process and requires the agreement in advance from the applicant, If you do not/will not give agreement to such searches then please **do not apply** as we will not be able to further your application.

Sunbury Manor School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS check is required for all successful applicants.

Job Description

Teacher of PE (Maternity Cover)

RESPONSIBLE TO

Subject Leader

OVERALL RESPONSIBILITY

- To plan and develop high quality lessons and courses, using a variety of approaches, to continually enhance teaching and learning.
- To maintain and build upon the teaching standards achieved in the award for QTS (Secondary) as set out by the Secretary of State.

SECTION 1 - GENERAL TEACHING DUTIES

Teaching and Learning

1. Manage student learning through effective teaching in accordance with the Department's schemes of work and policies.
2. Ensure continuity, progression and cohesiveness in all teaching.
3. Use a variety of methods and approaches (including differentiation) to match curricular objectives and the range of student needs, and ensure equal opportunity for all students.
4. Set homework regularly, (in accordance with the School homework policy), to consolidate and extend learning and encourages students to take responsibility for their own learning.
5. Work with SEN staff and support staff (including prior discussion and joint planning) in order to benefit from their specialist knowledge and to maximise their effectiveness within lessons.
6. Work effectively as a member of the Department team to improve the quality of teaching and learning.
7. Set high expectations for all students, to deepen their knowledge and understanding and to maximise their achievement.
8. Use positive management of behaviour in an environment of mutual respect which allows students to feel safe and secure and promotes their self-esteem.
9. To ensure where possible, that appropriate work is set to cover absences.

Monitoring, Assessment, Recording, Reporting, and Accountability

1. Be immediately responsible for the processes of identification, assessment, recording and reporting for the students in their charge.
2. Contribute towards the planning and recording of appropriate actions and outcomes related to set targets.
3. Assess students' work systematically in line with departmental policy and use the results to inform future planning and teaching.
4. Be familiar with statutory assessment and reporting procedures and prepare and present informative, helpful and accurate reports to parents.
5. Keep an accurate register of students for each lesson.

Job Description

Teacher of PE (Maternity Cover)

Subject Knowledge and Understanding

1. Have a thorough and up-to-date knowledge and understanding of the National Curriculum programmes of study and specifications for examination courses.
2. Keep up-to-date with research and developments in pedagogy and the subject area.

Professional Standards and Development

1. Be a role model to students through personal presentation and professional conduct.
2. Arrive in class, on or before the start of the lesson, and begin and end lessons on time.
3. Cover for absent colleagues as is reasonable, fair and equitable.
4. Be familiar with the School and Department handbooks and support all the School's policies, e.g. those on Health and Safety, Citizenship, Literacy, Numeracy and ICT.
5. Establish effective working relationships with all staff.
6. Be involved in extra-curricular activities such as contributing to after-school clubs and visits.
7. Liaise effectively with parent/carers and with other agencies with responsibility for students' education and welfare.
8. Consider the needs of all students within lessons (and implement specialist advice) especially those who:
 - have SEN;
 - have high academic potential; are not yet fluent in English.
9. Uphold and maintain the practice, ethos and policies of Sunbury Manor School at all times.

Health and Safety

1. Be aware of the responsibility for personal Health, Safety and Welfare and that of others who may be affected by your actions or inactions.
2. Notify the site team immediately of any concerns in the classroom environment that might compromise the health and safety of students and staff
3. Co-operate with the employer on all issues to do with Health, Safety & Welfare.

Continuing Professional Development

1. In conjunction with the line manager, take responsibility for personal professional development, keeping up-to-date with research and developments in teaching pedagogy and changes in the school curriculum, which may lead to improvements in teaching and learning.
2. Undertake any necessary professional development as identified in the School Improvement Plan taking full advantage of any relevant training and development available.
3. Maintain a professional portfolio of evidence to support either the ECT or Performance Management process – evaluating and improving own practice.
4. The duties above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.

N.B: Every subject teacher will be expected to have pastoral responsibilities.

This job description will be reviewed from time to time and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.

Person Specification

Teacher of PE (Maternity Cover)

	Essential	Desirable
Current Circumstances	<ul style="list-style-type: none"> Currently teaching in the UK or has the right to live and work here 	
Qualifications and Training	<ul style="list-style-type: none"> Good honours degree in an appropriate subject Qualified teacher status (UK or approved equivalence) 	<ul style="list-style-type: none"> Evidence of continued professional development
Experience	<ul style="list-style-type: none"> Evidence of successful teaching practice or experience of teaching students aged 11-16 Experience of teaching and motivating students of all abilities Ability to demonstrate high standards of classroom practice 	<ul style="list-style-type: none"> Involvement in working with students in extracurricular activities
Knowledge and understanding	<ul style="list-style-type: none"> Knowledge of National Curriculum Knowledge and experience of using a wide range of teaching and learning strategies (including successful use of differentiated material) Able to devise and implement strategies for raising students' achievement in lessons Understanding of current issues in learning Able to use assessment data to inform teaching and learning Able to set realistic targets for students' future attainment Awareness of safeguarding agenda 	<ul style="list-style-type: none"> Safeguarding training Able to develop relevant use of ICT in lessons Involvement as a tutor and/or the delivery of personal, social and health education
Skills	<ul style="list-style-type: none"> Ability to motivate and encourage students across the age and ability range Ability to work successfully as part of a team, sharing good practice and inspiring others Ability to support and help manage change Ability to communicate a passion for their subject and instil this in their students Ability to manage workload and meet deadlines Strong communication skills 	<ul style="list-style-type: none"> Experience of some aspects of whole school initiatives Proficient in the use of ICT
Personal attributes	<ul style="list-style-type: none"> High personal standards Excellent attendance and punctuality Sense of humour Enthusiastic and lively Self-reflective Positive and appropriate role model for students and colleagues Forms and maintains appropriate relationships and personal boundaries with students 	<ul style="list-style-type: none"> Ambitious with a clear Professional Development Plan Optimistic and positive A willingness to contribute to the wider life of the school