

Morecambe Bay Academy
Job Application
Head of Design & Technology



Morecambe Bay Academy

Welcome from the Principal



I would like to thank you for your interest in joining our community at Morecambe Bay Academy

Morecambe Bay Academy is a coeducational 11-18 school located within the beautiful Morecambe Bay. We are a part of The Bay Learning Trust and are one of a family of four secondary academies. Our priority as a Trust is to improve the quality of education in all our schools and so enhance the life chances of our young people. Equally importantly, we want to develop well-rounded and considerate students who will contribute to their local communities and make a positive difference wherever they are. An excellent education is about more than examination results!

Morecambe Bay Academy is on a journey of improvement. We look forward to welcoming a candidate who is firmly committed to our ethos of creating a sense of belonging, an optimistic outlook that encourages and enables students to believe in their potential and a firm commitment to securing the very highest levels of achievement.

As the new Principal of the academy, I want to place our academy at the heart of our local community so that our students are proud members and contributors within the local area.

The successful candidate will be an individual who strives for the highest levels of achievement for all their students. They will understand and seek to promote a wide range of enrichment activities, within their classroom teaching, the local area and further afield. This is an exciting opportunity for someone who is aligned with our values and has the drive, skills and enthusiasm to make a real impact in our community.

A handwritten signature in black ink, appearing to read 'H. McClurg', written in a cursive style.

Heather McClurg

Principal

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The Bay Learning Trust

Our Trust



The Trust was set up by Ripley St Thomas Church of England Academy in 2017. Ripley is a large Academy with over 1700 students, 400 of whom are in the Sixth Form. The Academy has been graded "Outstanding" in its last two Ofsted inspections. Ripley is a Teaching School and has its own SCITT (School Centred Initial Teaching Training), which was also graded "Outstanding" in 2017. It is also a National Support School.

In 2018 Carnforth High School joined the Trust family, who were then subsequently joined by Morecambe Bay Academy and Central Lancaster High School in 2019.

It has been very exciting to see the development of the Trust over the last eighteen months; we are now able to make a significant contribution to the education of young people in our local area. Our priority is to improve the quality of education in all our schools and so enhance the life chances of our young people. Equally importantly, we want to develop well-rounded and considerate students who will contribute to their local communities and make a positive difference wherever they are. An excellent education is about more than examination results!

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The Bay Learning Trust

Our Vision and Values



Our Vision:

Our vision is to build a family of like-minded primary and secondary schools in the geographical area of Morecambe Bay who work and learn together to secure an excellent education for all our young people

Our Values:

- Reciprocity: every school contributes to our learning
- Generosity: we are all concerned about all our schools and support each other willingly
- Honesty: we acknowledge both our strengths and weaknesses
- Humility: we recognise that we all have much to learn

Our Principles:

- Our young people always come first
- Our young people should have opportunities to develop in body, mind and spirit
- Our young people can all be successful

Our Aims

- Improve and sustain high levels of school performance
- Develop a self-sustaining community that learns from each other and from the best available external practice
- Allow schools to focus on teaching and learning through a central team that supports them with finance, buildings and staffing
- To ensure that our schools remain financially sustainable
- Develop our premises to create the best possible learning environment

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Recruitment Process



References: Before you are invited to interview, we will request references from your referees. In order to prevent any delays, please ensure that the reference section of the application form is accurate and completed in full.

Right to work in the UK: Section 8 of the Asylum and Immigration Act 2006 makes it a criminal offence for an employer to take on a new employee whose immigration status prevents him/her from taking up employment. If you are invited to attend an interview, you will be asked to produce original and up to date documentary evidence of your right to work in the UK.

Data protection: Any data about you will be held securely with access restricted to those involved in dealing with your application in the selection process. By signing and submitting your application form, you are giving consent to the processing of your data.

Criminal Convictions: All education establishments in the UK are exempt from the Rehabilitation of Offenders Act 1974. In practice, this means that all applicants must inform on all spent and unspent convictions on their application form and when completing a Disclosure and Barring form. Failure to provide this information may result in dismissal. List 99 is also obtained on anyone who will be working or coming into contact with children; and must be received by the school before employment can commence

Child Protection Policy Statement: In this academy the welfare of the child is paramount. This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All staff should understand their responsibility to safeguarding and promoting the welfare of children and young people. Staff are responsible for their own actions and behaviour and should avoid any conduct which would lead any reasonable person to question their motivation and intentions. Staff should work, and be seen to work, in an open and transparent way.

Attitudes towards promoting and safeguarding the welfare of children and young people will be scrutinised during the selection process for the post that you have applied for. If you are appointed to this post, information in relation to safeguarding and protecting children and young people will be provided at induction. This practical guidance for safe working practice will provide information about which behaviours constitute safe practice and which behaviours should be avoided.

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Job Description



JOB DESCRIPTION: Head of Design and Technology
GRADE: TLR 2.3 Plus Recruitment and Retention Allowance
RESPONSIBLE TO: Senior Leadership Team Line Manager

This is an exciting opportunity for an innovative teacher to join our academy and inspire the department and lead it with clarity and vision.

The Design and Technology Department is housed in a purpose built facility that houses a workshop, Cad/Cam suite. With a large bed laser cutter and 3D printing facilities. There is also a separate Design Room. The Department also consists of a Textiles Room and two fully fitted Food Rooms.

The successful candidate will:

- Have held some area of responsibility, either within a Design and Technology Department or the school
- Be an innovative Design and Technology Teacher with excellent subject knowledge
- Ensure that curriculum planning fit for purpose at all key stages
- Have the ability to lead and manage The Design and Technology Team.
- Raise achievement and deliver excellent academic outcomes
- Model excellence in the classroom
- Be flexible and able to deliver the D&T curriculum through KS3 and KS4 with the possibility of expansion into KS5.
- Enthuse, engage and motivate young people at all levels and contribute fully to the academy community
- Be able to evaluate and improve their impact and effectiveness

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Job Description



Our staff are important to us and this post will give the successful candidate a real challenge, but equally you will be well supported by your colleagues. All posts are focused on improving outcomes for all students with a focus upon: learning, behaviour, aspiration, enjoyment, progress and attainment.

This is a great opportunity to take part in our school improvement journey and influence the future of our students and make a positive impact on the community we serve.

We will also offer you:

- Excellent CPD opportunities
- Support from staff in our three partner schools
- A Recruitment and Retention Allowance for a suitable candidate.

Applications should be made to Mrs H. McClurg via Mrs C. Marney – Principal's PA

cmarney@morecambebayacademy.co.uk

Closing Date: Monday 12th April 2021

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Job Description



MAIN PURPOSE OF ROLE:
The post holder will be responsible for delivering outstanding achievement and teaching and learning in their own classes and ensuring high standards of excellence across the department.
Achievement and Standards
<ul style="list-style-type: none">• Ensure that at all key stages, and in all qualifications, students achieve in line or above national averages.• Monitor progress against targets and devise appropriate intervention strategies to address under performance• To conduct assessment to monitor the progress of students to include suitable mock examinations and marking in accordance with academy policies
Teaching and Learning
<ul style="list-style-type: none">• The post holder is responsible for teaching of KS3- KS4 in the subjects of Design and Technology• The post holder is responsible for meeting the teacher's professional standards in all areas as set out in the person specification• Selecting the most effective methods of teaching of all students including specific advice on the most able and on SEN students• The continual evaluation of the aims, content and methods of teaching and learning and their revision when curriculum development or changing social and educational circumstances make it appropriate• Cross-curricular aspects including ICT, Citizenship, Spiritual, Moral, Social and Cultural Development, literacy and numeracy• Maintain an up to date knowledge of best practice in outstanding teaching and learning• To ensure the Ofsted priorities for teaching and learning are addressed

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Job Description



Behaviour and Safety

- Monitor health and safety matters within your areas of responsibility and ensure they adhere to the school's Health and Safety Policy.
- To devise and ensure that all relevant risk assessments are up to date, in place and followed.
- Be responsible for the management of allocated resources to ensure they are maintained to a high standard
- Be highly visible and assertive in management of behaviour.
- Safeguarding and Promoting the Welfare of Students by following the all school guidance on Safeguarding and Child protection
- Liaison with SEN Coordinator about the teaching of pupils with learning difficulties and with the Co-ordinator for Able Pupils on teaching of pupils of exceptional ability
- Answering parental queries and interviewing parents if required (and completion of Interview Report forms for the appropriate pastoral staff)

Leadership and Management

- To continuously aspire to develop, and improve the progress of students at Morecambe Bay Academy
- Ensure equality of opportunity for staff and students
- To fulfil all of the requirements and duties set out in the current Pay and Conditions Documents relating to the conditions of employment of teachers
- To embrace all opportunities for CPD and to model learning and leadership behaviours to our students and staff across the department and academy.
- To monitor and improve the quality of teaching within the department through observation of lessons and monitoring of teacher assessment.

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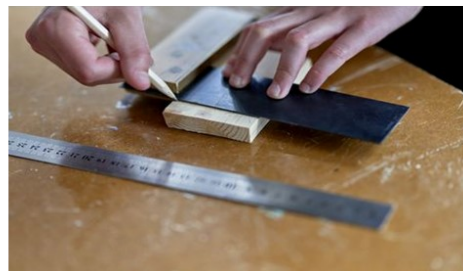
Job Description



- Be responsible for leading Departmental meetings in line with whole school schedules.
- Attend Middle Leader meetings.
- Raise the profile of the department within the school through cross-curricular links and links with wider community, to include engagement with other Trust schools and Primary schools.
- To monitor the progress of students across the department through the effective analysis of progress data and ensure appropriate intervention is in place.
- Keep all Departmental planning, assessments and departmental handbooks up to date and fit for purpose.

Wider School Effectiveness

- Demonstrate a commitment to take a leading role in the wider school community
- Have a Form tutor group, with all the duties that entails
- To support the Leadership Team with school development priorities.



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Person Specification



JOB DESCRIPTION: Head of Design and Technology

GRADE: TLR - Recruitment and Retention Allowance

RESPONSIBLE TO: Senior Leadership Team Line Manager

Primary Purpose The post holder will be responsible for delivering outstanding outcomes in Design & Technology

Experience, Skills and Knowledge			
Quality	Essential	Desirable	How this will be assessed
Good degree in specialist area of Technology or closely related subject 2.2 or better	Yes		A/R/I
Teaching qualification with QTS in Secondary Design and Technology	Yes		A/R/I
Experience of teaching Design and Technology at KS3 and KS4	Yes		A/R/I
Ability to teach Design and Technology at KS5		Yes	A/R/I
Experience of teaching across a range of Design and Technology subjects	Yes		

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Person Specification



Teaching Standards			
Quality	Essential	Desirable	How this will be assessed
Ability to set high expectations which inspire, motivate and challenge pupils <ul style="list-style-type: none">• establish a safe and stimulating environment for pupils, rooted in mutual respect• set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions• demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils.	Yes		A/R/I
Promote good progress and outcomes by pupils <ul style="list-style-type: none">• be accountable for pupils' attainment, progress and outcomes• be aware of pupils' capabilities and their prior knowledge, and plan teaching to build on these• guide pupils to reflect on the progress they have made and their emerging needs	Yes		A/R/I

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Person Specification



Quality	Essential	Desirable	How this will be assessed
<ul style="list-style-type: none">• demonstrate knowledge and understanding of how pupils learn and how this impacts on teaching• encourage pupils to take a responsible and conscientious attitude to their own work and study.			
Demonstrate good subject and curriculum knowledge <ul style="list-style-type: none">• have a secure knowledge of The Design and Technology Curriculum at KS3 and 4 foster and maintain pupils' interest in the subject, and address misunderstandings	Yes		A/R/I
<ul style="list-style-type: none">• Have a secure knowledge of literacy and developing students' skills in reading, spelling and grammar		Yes	A/R/I
<ul style="list-style-type: none">• demonstrate a critical understanding of developments in the subject and curriculum areas, and promote the value of scholarship	Yes		A/R/I
<ul style="list-style-type: none">• demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English	Yes		A/R/I

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Person Specification



Quality	Essential	Desirable	How this will be assessed
<p>Plan and teach well-structured lessons</p> <ul style="list-style-type: none">• impart knowledge and develop understanding through effective use of lesson time• promote a love of learning and children's intellectual curiosity• set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired• reflect systematically on the effectiveness of lessons and approaches to teaching• contribute to the design and provision of an engaging curriculum within the relevant subject area(s)	Yes		A/R/I
<ul style="list-style-type: none">• Have evidence from performance management that your standard of teaching and learning is regularly good or better	Yes		R

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Person Specification



Quality	Essential	Desirable	How this will be assessed
<p>Adapt teaching to respond to the strengths and needs of all pupils</p> <ul style="list-style-type: none">• know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively• have a secure understanding of how a range of factors can inhibit pupils' ability to learn, and how best to overcome these• demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support pupils' education at different stages of development• have a clear understanding of the needs of all pupils, including those with special educational needs; those of high ability; those with English as an additional language; those with disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them.	Yes		A/R/I

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Person Specification



Quality	Essential	Desirable	How this will be assessed
<p>Make accurate and productive use of assessment</p> <ul style="list-style-type: none">• know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements• make use of formative and summative assessment to secure pupils' progress• use relevant data to monitor progress across the department, set targets, and plan subsequent lessons• give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback.	Yes		A/R/I
<p>Manage behaviour effectively to ensure a good and safe learning environment</p> <ul style="list-style-type: none">• have clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the school's behaviour policy			A/R/I

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Person Specification



Quality	Essential	Desirable	How this will be assessed
<ul style="list-style-type: none">• have high expectations of behaviour, and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly• manage classes effectively, using approaches which are appropriate to pupils' needs in order to involve and motivate them• maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.			
<p>Fulfil wider professional responsibilities</p> <ul style="list-style-type: none">• make a positive contribution to the wider life and ethos of the school• develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support• deploy support staff effectively• take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues	Yes		A/R/I

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Person Specification



Quality	Essential	Desirable	How this will be assessed
<ul style="list-style-type: none">communicate effectively with parents with regard to pupils' achievements and well-being.	Yes		A/R/I
<ul style="list-style-type: none">Demonstrate willingness to support staff as they learn to use emerging technologies to enhance teaching and learningWillingness to participate in extended services, enrichment and afterschool activitiesAbility to take on a pastoral/mentoring role with a form group of learners		Yes	A/R/I
<p>Professional Conduct</p> <ul style="list-style-type: none">Commitment to treating pupils and other staff with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional positionhaving regard for the need to safeguard pupils' well-being, in accordance with statutory provisions	Yes		R/I

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Person Specification



Quality	Essential	Desirable	How this will be assessed
<ul style="list-style-type: none">• showing tolerance of and respect for the rights of others• not undermining fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs• ensuring that personal beliefs are not expressed in ways which exploit pupils' vulnerability or might lead them to break the law.• High standards in your own attendance and punctuality.			
Date Person Specification prepared/updated	February 2021		

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Job Advertisement



Head of Design & Technology

We seek an enthusiastic and inspiring individual to lead our Design and Technology Department from September 2021.

The successful applicant will be innovative and forward looking and have a clear vision for the future of Design and Technology. They will be an outstanding classroom practitioner, capable of leading a department to achieve the very best for the students.

The ability to teach Product Design is a necessity for this post.

As part of the wider Academy community, applicants must demonstrate a willingness to be an active participant in the Trust family of schools.

Successful applicants must be committed to Safeguarding and will be subject to an enhanced DBS and Child Protection Checks. We are an equal opportunities employer.

This post will attract a Recruitment and Retention Allowance and a TLR.

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Terms & Conditions of Employment



Below is a summary of the relevant conditions of service attached to this post. Absolute details will be sent along with contractual papers to the successful appointment:

- The post is a full time position subject to the provision of the School Teachers Policy and Conditions Document.
- The salary payable will be determined in accordance with the provision set out in the School Teachers Pay and Conditions Document (STPCD) and will include a TLR allowance TLR 2.3 currently £7017. Plus a recruitment and retention of £2500 in Year 1 and £1,500 in Years 2 & 3.
- All Teaching Staff are eligible to join the Teacher Pension Scheme.
- The appointment will be subject to the school receiving satisfactory medical clearance.
- The appointment will also be subject to the school receiving a satisfactory DBS (Disclosure and Barring Service) check.
- The appointment will be subject to a 6 month period of probationary service with an internal review after 1, and subsequently 3, months.
- The school operates a no smoking policy across the site.

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www.morecambebayacademy.co.uk

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