

Head of Social Sciences

Orleans Park is a happy, thriving, successful and oversubscribed 11-18 mixed comprehensive that serves its local community in Twickenham with over 1,200 students from September 2015.

We are extremely delighted that in September 2014 we opened a Sixth Form which now has over 200 students. This has given us the opportunity to build a new school hall, a Sixth Form Learning Resource Centre, over 20 classrooms, several ICT rich classrooms, and Sixth Form science rooms, media suite and art studios.

In 2010, the Ofsted Inspection Team said, 'Orleans Park School is outstanding.' We have created an atmosphere in the school that promotes high standards and mutual respect. Students experience a stimulating and challenging learning environment delivered by dedicated and highly-qualified staff. Above all, our students work hard and enjoy their learning.

At Orleans Park we value the achievements of every student no matter what their abilities or talents. Young people are at the heart of all that we do. We are a truly comprehensive school and celebrate our diversity. Our high expectations of every student, and a caring and supportive ethos, ensure everyone can achieve their very best. Our students know that care and support is always available.

As Headteacher, I'm extremely proud of our students. They are confident, articulate and thoughtful students who continually impress me with their talents and energy. We regularly celebrate the many and varied successes of individuals and groups, and are proud of our inclusive approach.

Our enrichment offer is extensive and a key feature of what we believe is important for the personal growth of a young person. There are a wide range of opportunities, challenges and experiences outside of the classroom. We expect all our students to take part in at least one residential activity, either in the woods, by the sea or in the mountains.

Orleans Park has a strong sporting tradition. We believe it is extremely important to be active and involved in sport - whatever your ability. We are proud of our sporting excellence, which includes winning the Borough Athletics Championships for 34 consecutive years. We also enjoy a strong tradition of music, drama and art at the school.

There are a wide range of trips and visits arranged each year, both in the UK and beyond. Orleans Park encourages students to take part in our highly successful Duke of Edinburgh's Award Scheme.

Please explore our website as this will give you an insight into the vibrancy of Orleans Park:
www.orleanspark.richmond.sch.uk

Ms E Ball
Headteacher

Head of Social Sciences – required for September 2017
MPS/UPS (Outer London) & TLR2a (£2,640)
Prospect of TLR2b (£4,404) for the right candidate

We are seeking to appoint an exceptional individual to lead this already successful department. The successful candidate must be able to teach A' Level Psychology with the possibility of teaching Sociology and PSHCEE.

Orleans Park is an outstanding school, having opened a new sixth form for 250 students with brand new buildings and facilities in 2014, including a new discrete sixth form centre and Wi-Fi capability throughout the school.

We are seeking an enthusiastic and committed teacher, who is a highly effective classroom practitioner.

Application forms and further details are available from the vacancies page of our website:

www.orleanspark.richmond.sch.uk/vacancies/11323.html

or by emailing: recruitment@orleanspark.richmond.sch.uk

Closing date for applications: 10.00am on Friday 28 April 2017

The appointment is subject to satisfactory pre-employment clearances including references, medical clearance and an enhanced DBS Disclosure. Orleans Park is committed to safeguarding and promoting the welfare of children, and expects all staff and volunteers to share this commitment.

THE FACULTY

This post will become part of a successful team in a new faculty, comprising Psychology, Sociology and possibly PSHCEE. The subjects delivered are very well resourced and forward looking where staff are always trying to improve on recent successes.

Curriculum Aims and Objectives

- To provide an enriching and rewarding curriculum for all pupils
- To make learning enjoyable, stimulating and challenging
- To use a wide variety of teaching methodologies in the classroom
- To help pupils gain greater understanding of themselves
- To understand and use key psychological terms both in lessons and later as an active citizen
- To foster an environment where pupils develop critical thinking and are encouraged to take a leading role in their learning
- To help pupils develop confidence in expressing their thinking
- To ensure that all pupils' attainment and achievement is the best it can be
- To effectively use Assessment for Learning
- To highlight the positive contribution each subject can make to the broader school curriculum
- To extend learning out of the classroom whenever possible e.g. trips, speakers, workshops to enhance learning
- To keep up to date with how Psychology is presented in the news and through curriculum changes and be able to respond to these changes for the benefit of our pupils

THE POST

Title of post	Head of Social Sciences
TLR payment	TLR2a (£2,640) (Prospect of TLR2b (£4,404) for the right candidate)
Subject area	Psychology & Sociology
Core purpose	To establish high standards of teaching, learning, attainment and achievement.
TLR criteria	The post : <ul style="list-style-type: none"> a) is focussed on teaching and learning b) requires the exercise of a teacher's professional skills and judgement c) requires the teacher to lead, manage and develop a subject or curriculum area d) has an impact on the educational progress of students other than the teacher's assigned classes or groups of students e) involves leading, developing and enhancing the teaching practice of other staff
Responsible to	Deputy Headteacher
Responsible for	All staff working within the Department.
General responsibilities	
1. Strategic	<p>1.1 To lead the development of the Department in line with the strategic development of the school.</p> <p>1.2 To support and promote school improvement, as expressed in the school aims, policies and improvement plans.</p> <p>1.3 To be involved in the target setting process for the faculty and the contribution it makes to the achievement of whole school targets.</p> <p>1.4 To represent the Department at Curriculum Committee and other meetings, as appropriate.</p>
2. Operational	<p>2.1 To lead the day to day management of the subject, ensuring the effective deployment of staff and resources.</p> <p>2.2 To lead subject meetings, ensuring that the agenda is dominated by teaching and learning issues.</p> <p>2.3 To maintain an up to date Department Handbook and schemes of work that reflect all appropriate DfE, LA, school and examining body requirements and policies.</p> <p>2.4 To ensure that the administration and management of the subject is efficient and effective, with all subject staff being fully aware of all appropriate procedures and other administrative matters.</p> <p>2.5 To develop and promote extra-curricular opportunities for students.</p>
3. Teaching & learning	<p>3.1 To ensure the delivery of an appropriate, comprehensive and high quality curriculum, in line with all statutory requirements and in support of the school improvement agenda.</p> <p>3.2 To lead curriculum development within the Department.</p> <p>3.3 To be aware of current developments within the subject and teaching and learning generally, ensuring that the subject is at the leading edge of performance and practice.</p> <p>3.4 To implement strategies for raising and maximizing achievement within the Department.</p> <p>3.5 To ensure that the subject is delivered in an effective manner, using new and emerging technologies as appropriate.</p> <p>3.6 To be responsible for student performance and behaviour within the Department, supporting other staff in the pursuit of excellence and the promotion of school curriculum and behaviour policies.</p> <p>3.7 To use performance and assessment data to raise student attainment and achievement.</p>

	<p>3.8 To ensure that cross-curricular areas are effectively delivered, including literacy, numeracy and citizenship.</p> <p>3.9 To ensure that, where appropriate, teaching within the Department contributes to the personal, social and health education of students.</p> <p>3.10 To liaise with other staff regarding the progress of individual students and groups.</p> <p>3.11 To liaise with parents, as necessary and in accordance with school policies, regarding the progress and performance of their children.</p>
4. Staffing & resources	<p>4.1 To be responsible for the efficient and effective deployment of all staff working within the subject.</p> <p>4.2 To undertake performance management reviews for identified members of the teaching and support staff working within the subject.</p> <p>4.3 To contribute to the recruitment of new members of staff to the subject.</p> <p>4.4 To be responsible for the induction of new members of staff in the subject, liaising with the Professional Tutor on the Leadership Team.</p> <p>4.5 To promote teamwork and effective working practices within the subject.</p> <p>4.6 To be responsible for the day to day management of staff within the subject.</p> <p>4.7 To make arrangements for classes when staff are absent, ensuring appropriate work is provided and supporting staff covering classes.</p> <p>4.8 To ensure that the subject is appropriately resourced and that capitation and other sources of funding are used to promote both the efficient day to day running of the faculty and the raising of student attainment.</p>
5. Monitoring & evaluation	<p>5.1 To monitor the work of members of staff working within the subject.</p> <p>5.2 To observe staff teaching within the subject, reporting on the observations to the member of staff observed and the faculty line manager.</p> <p>5.3 To monitor the work of students through, for instance, scrutiny of class and homework, assessment data and dialogue.</p> <p>5.4 To ensure that all appropriate school policies are followed.</p> <p>5.5 To contribute to the school's self-evaluation procedures, including subject reviews.</p> <p>5.6 To complete an annual team review and subject development plan, in line with both the school improvement plan and specific faculty priorities.</p> <p>5.7 To provide information, data and reports on the performance of the faculty to the Headteacher, Leadership Team and Governing Body, as required.</p>
6.Accountability	<p>6.1 To be accountable to the Headteacher, Governing Body and Head of Faculty for the work of the subject.</p>
Specific responsibilities	
To be responsible for the planning, delivery and monitoring of Psychology & Sociology within the Faculty	
Additional responsibilities	To undertake such additional responsibilities as may, from time to time, be considered to be reasonable and required by the Headteacher.

PERSON SPECIFICATION
Head of Social Sciences for September 2017
Full-time Permanent Contract

	ESSENTIAL	DESIRABLE	EVIDENCE FROM
Qualifications	<ul style="list-style-type: none"> University graduate with a good degree Qualified Teacher status 	<ul style="list-style-type: none"> Evidence of further professional development 	Application form
Knowledge and Skills	<ul style="list-style-type: none"> Knowledge of the requirements of the National Curriculum and Key Stage 3, 4 and 5 courses An understanding of recent curriculum and teaching/learning developments Experience of curriculum design (for example, writing schemes of work) An understanding of the strategies required to motivate and enthuse all students across the ability range as part of a whole school approach to raising achievement An understanding of the processes and techniques required to assess, record and report students' learning effectively Experience of the use of student results analysis outcomes to inform practice and target improvement An understanding of the importance of, and a willingness to participate in, extra-curricular activities An ability work as a member of a team to promote coherent and agreed policies and practices A degree of ICT literacy and an awareness of its potential 		Application form/interview/reference
Relevant Experience	<ul style="list-style-type: none"> Experience of teaching the National Curriculum in your subject at Key Stages 3, 4 and 5 Experience of leading a tutor group An awareness of whole school issues 	<ul style="list-style-type: none"> Experience of teaching A Level in your subject 	Interview/reference
Equal Opportunities and Educational Commitment	<ul style="list-style-type: none"> Energy and reflectiveness in their own practice of relating to teaching and learning and Curriculum Development A proven commitment to inclusion A proven commitment to curriculum access and opportunity A proven commitment to comprehensive 	<ul style="list-style-type: none"> Proactive use of professional development to develop quality of teaching 	Interview/application form

	<ul style="list-style-type: none"> education A proven commitment to professional development To support the school unreservedly in its commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults 		
Personal Qualities	<ul style="list-style-type: none"> A vision of how effective student support can impact on individual and whole school achievement Ability to lead and inspire students and staff A firm approach to discipline, and good classroom management skills An ability to work within, lead and motivate a close-knit team The ability to work under pressure and meet deadlines The ability to maintain confidentiality as appropriate A sense of humour An ability to generate enthusiasm for the subject they teach A high level of personal organisation and good communication skills 	Some evidence of curriculum development	Interview/application form
Additional Factors	<ul style="list-style-type: none"> A commitment to personal and whole school development Willing to contribute to the rich life of the school, including its extra-curricular offer 		Interview

All teachers at Orleans Park are expected to meet the National Standards (Parts 1 and 2).

YOUR APPLICATION

Please submit:

1. **A completed Teaching Application Form**
2. **A supporting statement** which specifically addresses your own qualities and strengths in relation to the person specification.
3. **A Rehabilitation Form**

Shortlisted candidates will be invited to tour the school and to talk to colleagues before the formal interviews begin.

Please do not hesitate to contact the school if there is anything you wish to discuss before submitting your application.

Elaine Ball
Headteacher

March 2017



Safeguarding Statement

The governors and staff of Orleans Park fully recognise the contribution they make to safeguarding children. We recognise that all staff, including volunteers, have a full and active part to play in protecting our students from harm.

All staff and governors believe our school is a place where students feel secure, are encouraged to talk, are listened to and are safe. We shall provide a caring, positive, safe and stimulating environment that promotes the social, physical and moral development of the individual child.

Ms Howarth is our Designated Safeguarding Lead who has been nominated to liaise with the LADO, when necessary.

The aims of the policy are to:

- Protect young people at our school from maltreatment
- Prevent impairment to the health or development of our young people
- Ensure that all young people at our school grow up in circumstances consistent with the provision of safe and effective care
- Take action to enable all children to have the best outcomes.

We believe that everyone who comes in contact with young people and their families has a role to play in safeguarding them.

The elements of our policies are: prevention, protection and support.

For details of the full policy, please see the school website:

<http://www.orleanspark.richmond.sch.uk/policies-and-procedures/11241.html>

September 2016