



APPLICATION PACK  
HISTORY TEACHER  
(MATERNITY COVER)

“The outstanding leadership of teaching and learning means that teachers receive all the support they need”

“The behaviour of the pupils is outstanding”

“Attitudes to learning are extremely positive”

“Pupils make strong progress”

“Pupils are happy and so are the staff”

OFSTED  
“OUTSTANDING”  
(May 2016)

“Relationships are positive”

“A clear set of values informs the schools work”

“Teachers enthuse pupils with a love for learning.”

“Community spirit is at the heart of this school”

“The school promotes a ‘can do’ culture that celebrates success”

“Middle leaders have a positive impact on the area they lead”

## WELCOME

Dear Candidate,

Thank you for your interest in the position of Teacher of History at Branston Community Academy.

The obvious response when a Headteacher speaks about their wonderful school is “well they would say that, wouldn’t they?” However, I hope that you will have the opportunity to make that judgement yourself.

The successful candidate will certainly be joining a high achieving department within a high achieving school. Student progression in History and the school as a whole is in the top 10% of the country according to government value added (Raise Online) information.

Moreover we believe that ours is a caring, compassionate community. Supporting staff and students is at the heart of our ‘Standards with a smile’ ethos. We recognise that developing the professional capabilities of all our staff is fundamental to every school’s central aim of realising fully the potential of all of its students. Staff views/surveys acknowledge the quality and importance of the continuing professional development programmes and culture here. This is an excellent opportunity to develop into the teacher you want to be with a professional development programme that supports and encourages from NQT to aspiring leaders.

We look forward to receiving your application. The closing date is Friday 23rd June 2017. Please do not hesitate to contact us if you require any further information.

Yours faithfully

PETER BEIGHTON





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## INFORMATION FOR CANDIDATES

History at Branston Community Academy is delivered by a forward-thinking and innovative department where staff have the opportunity to teach History at all levels and abilities. Staff within the department also contribute towards other Humanities-based courses, such as Travel and Tourism. There are 3 full-time staff teaching History in the department.

The department is housed in two rooms with easy access to one of the Academy's suites of computers. ICT is encouraged as an active part of student learning, and we have 30 lap-tops which are shared with other Humanities departments. The department also has desk-top computers as part of a resource base for use by Sixth Form students. Each teaching room is further equipped with projectors and screens which encourage a wide range of teaching methods.

History is one of the top-performing departments at the Academy and consists of a highly motivated and very successful team. Our results at GCSE are excellent at both GCSE and A-Level students consistently achieve significantly positive value-added residuals.

At KS5 we teach the EDEXCEL specification with a Year 12 focus on "Democracies in Chance: Britain and the USA in the 20th Century". At A2 students study historians' interpretations to undertake an ongoing Personal Investigation and an examined unit on Tudor Rebellion.

At KS4 we follow the new EDEXCEL GCSE 1-9. Students study Weimar and Nazi Germany, the Cold War, Crime and Punishment, 1000 to the present day and early Elizabethan England, 1558-88. History is a very popular option choice and there will be 5 teaching groups in Year 10 from September 2017. The successful candidate would deliver the Year 10 units (Weimar and Nazi Germany, Cold War and Crime and Punishment through time) to at least one group.

The KS3 curriculum is taught to Years 7-9 with a number of units delivered, including Medieval Britain, The Crusades, Reformation, Gunpowder Plot, English Civil War, Slavery and the Slave trade, The British Empire the Suffragettes and Votes for women, World at War in the Twentieth Century, the Holocaust and the Cold War.

We provide our students with a varied experience of History, both through classroom teaching and field-trips, including a Year 8 visit to the Anti-slavery Museum in Hull and a Year 7 trip studying castles in the Peak District

We are looking for an enthusiastic, highly motivated teacher who will work closely with a dynamic, committed team. The ideal candidate will take an active role in continuing to develop the success of the department. The successful applicant will be a graduate who is able to teach History to A-level. The post is suitable for an experienced teacher or an NQT who would benefit from the excellent support the department staff can offer.

Thank you for your interest in this post.

**Closing date: 23rd June 2017**

*In the interests of economy we will not be writing to all unsuccessful candidates and you should assume that if you have not heard from us by the end of April you are not being called for interview.*

# JOB DESCRIPTION

REPORTING TO:	Head of History/Head of School as appropriate
RESPONSIBLE FOR:	The provision of a full learning experience and support for students.
JOB PURPOSE:	<p>Under the reasonable direction of the Principal, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD)</p> <p>To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support one or more designated curriculum/pastoral areas as appropriate.</p> <p>To monitor and support the overall progress and development of students as a Teacher/Form Tutor.</p> <p>To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.</p> <p>To contribute to raising standards of student attainment.</p> <p>To share and support the academy's responsibility to provide and monitor opportunities for personal and academic growth.</p>
LIAISING WITH:	SLT, teaching and support staff, external agencies, governors and parents.
WORKING TIME:	Full-time as specified within the STPCD
SALARY/GRADE:	Classroom Teachers' Pay Scale
DISCLOSURE LEVEL:	Enhanced
MAIN (CORE) DUTIES	
OPERATION /STRATEGIC PLANNING	<p>To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the Curriculum/Pastoral Area/s.</p> <p>To contribute to the Curriculum/Pastoral Areas' development plans and their implementation.</p> <p>To plan and prepare courses and lessons.</p> <p>To contribute to the whole Academy's planning activities.</p>
CURRICULUM PROVISION	To assist the relevant Team Leader/s, their Deputies and SLT, to ensure that the curriculum area provides a range of teaching which complements the Academy's strategic objectives.

CURRICULUM DEVELOPMENT	To assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies and the Academy's Mission and Strategic Objectives.
STAFFING	
STAFF DEVELOPMENT	<p>To take part in the Academy's staff development programme by participating in arrangements for further training and professional development.</p> <p>To continue personal development in the relevant areas including subject knowledge, teaching methods and tutoring skills.</p> <p>To engage actively in the Performance Management Review process.</p>
RECRUITMENT/ DEPLOYMENT OF STAFF	<p>To ensure the effective deployment of classroom support.</p> <p>To work as a member of designated teams and to contribute positively to effective working relations with the Academy.</p>
QUALITY ASSURANCE	<p>To help to implement Academy quality procedures and to adhere to those.</p> <p>To contribute to the process of monitoring and evaluation of the curriculum/pastoral area/s in line with agreed Academy procedures, including evaluation against quality standards and performance criteria. To seek/implement modification and improvement where required.</p> <p>To review from time to time methods of teaching and programmes of work.</p> <p>To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the Academy.</p>
MANAGEMENT INFORMATION	<p>To maintain appropriate records and to provide relevant accurate and up-to-date information for MIS, registers, etc.</p> <p>To complete the relevant documentation to assist in the tracking of students.</p> <p>To track student progress and use information to inform teaching and learning.</p>
COMMUNICATIONS	<p>To communicate effectively with the parents of students as appropriate.</p> <p>Where appropriate, to communicate and co-operate with persons or bodies outside the Academy.</p> <p>To follow agreed policies for communications in the Academy.</p>
MARKETING AND LAISON	<p>To take part in marketing and liaison activities such as Open Evenings, Parents' Evenings and liaison events with partner schools.</p> <p>To contribute to the development of effective subject/pastoral links with external agencies.</p>

MANAGEMENT OF RESOURCES To contribute to the process of the ordering and allocation of equipment and materials.

To assist the Team Leader/s and Deputies to identify resource needs and to contribute to the efficient/effective use of physical resources.

To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the Academy, curriculum area and the students.

PASTORAL SYSTEM: To be a Tutor to an assigned group of students.

To promote the general progress and well-being of individual students and of the Tutor Group as a whole.

To liaise with the relevant Team Leader Pastoral to ensure the implementation of the Academy's Pastoral System.

To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of Academy life.

To evaluate and monitor the progress of students and keep up-to-date student records as may be required.

To contribute to the preparation of Action Plans and progress files and other reports.

To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.

To communicate as appropriate, with the parents of students and with person or bodies outside the Academy concerned with the welfare of individual students, after consultation with the appropriate internal staff.

To contribute to PSHE, Citizenship and Business & Enterprise according to Academy policy.

To apply the Behaviour Management systems so that effective learning can take place.

TEACHING To teach students according to their educational needs, including the setting and marking of work to be carried out by the student in Academy and elsewhere.

To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.

To provide, or contribute to, oral and written assessments, reports, references and target-setting relating to individual students and groups of students.

To undertake a designated programme of teaching.

To ensure a high quality learning experience for students which meets internal and external quality standards.

To prepare and update subject materials.

To use a variety of delivery methods which will stimulate learning appropriate to student needs and the demands of the syllabus.

To maintain discipline in accordance with the Academy's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.

To undertake assessment of students as requested by external examination bodies, department and Academy procedures.

To mark, grade and give written/verbal and diagnostic feedback as required.

To participate in department intervention programmes.

OTHER SPECIFIC DUTIES To play a full part in the life of the Academy community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.

To support the Academy in meetings its legal requirements for worship.

To promote actively the Academy's corporate policies.

To adhere to the Academy's Staff Code of Conduct.

To continue personal development as agreed.

To actively engage in personal and professional development to address targets set by the line manager in the Autumn Term.

To comply with the Academy's Health & Safety Policy and undertake risk assessments as appropriate.

To undertake any other duty as specified by STPCB not mentioned in the above.



PERSON SPECIFICATION

ATTRIBUTES		ESSENTIAL	DESIRABLE	HOW IDENTIFIED
EXPERIENCE		<ul style="list-style-type: none"><li>• Experience of delivering the curriculum at both KS3 and KS4</li><li>• Understanding assessment at KS3</li><li>• Successful secondary teaching experience/NQT</li></ul>		<ul style="list-style-type: none"><li>• Application forms</li><li>• References</li><li>• Interview</li></ul>
	QUALIFICATIONS	<ul style="list-style-type: none"><li>• Degree or equivalent in closely related subject area.</li><li>• Teaching qualification</li></ul>		<ul style="list-style-type: none"><li>• Application Form</li><li>• Interview</li></ul>
TRAINING		<ul style="list-style-type: none"><li>• Initial teacher training with specialism in History</li></ul>	<ul style="list-style-type: none"><li>• Confidence in ICT as a tool for teaching and learning</li></ul>	<ul style="list-style-type: none"><li>• Application forms</li><li>• References</li><li>• Interview</li></ul>
PRACTICAL AND INTELLECTUAL SKILLS		<ul style="list-style-type: none"><li>• Effective and successful classroom teacher</li><li>• Flexible to teach other Humanities subjects</li><li>• Strong planning and classroom management</li><li>• Good communication skills</li><li>• Ability to use IT in the classroom</li></ul>	<ul style="list-style-type: none"><li>• Effective and successful Form Tutor</li><li>• A commitment to being developed in IT</li></ul>	<ul style="list-style-type: none"><li>• Form and letter of application</li><li>• References</li><li>• Interview</li></ul>
	PERSONALITY AND ATTITUDE	<ul style="list-style-type: none"><li>• Team worker</li><li>• Enthusiasm and commitment</li><li>• Commitment to hard work</li><li>• Ability to work as part of a team</li><li>• Willingness to contribute to department extra-curricular activities</li><li>• Commitment to CPD</li></ul>		<ul style="list-style-type: none"><li>• Form and letter of application</li><li>• References</li><li>• Interview</li></ul>

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

The Academy will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date shown but, in consultation with you, will be reviewed periodically and may be changed by the Principal to reflect or anticipate changes in the job commensurate with the grade and job title.

WHISTLEBLOWING

Employees are often the first to realise that there may be something seriously wrong within the Academy. However, they may not express their concerns because they feel that speaking up would be disloyal to their fellow colleagues or to the Academy. They may also fear harassment or victimisation. In these circumstances, it may be easier to ignore the concern rather than report what may just be a suspicion of malpractice.

The Academy is committed to the highest possible standards of openness, probity and accountability. In line with that commitment the Academy encourages employees and others with serious concerns about any aspect of the Academy’s work to come forward and voice those concerns. It is recognised that certain cases will have to proceed on a confidential basis. This statement is intended to encourage and enable staff to raise serious concerns within the Academy rather than overlooking a problem or blowing the whistle outside.

The Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers at the Academy to share this commitment. All post holders are subject to a satisfactory enhanced Disclosure and Barring Service (DBS) check.





# HOW TO APPLY

To apply, candidates should submit the following:

- Completed Application Form, which must be completed in full. We regret we cannot accept CVs.
- Supporting statement (letter of application) of no more than two sides of A4

The application form is available in electronic format and can be downloaded from our website, [www.branstonca.lincs.sch.uk](http://www.branstonca.lincs.sch.uk)

For more information about this position or to have an informal discussion about your application, or if you require any assistance, please contact Helen Marriott (email [marrihel@branstonca.lincs.sch.uk](mailto:marrihel@branstonca.lincs.sch.uk)) or telephone 01522 880400.

N.B. We will request references prior to short listing.

All completed application forms and supporting statements should be received by either post or email no later than

**1.00 pm on Friday 23rd June 2017.**

We look forward to receiving your application.

## SELECTION PROCESS

- **7th June - 22nd June:** Potential Candidates have an opportunity to contact the Academy to find out more information about the role
- Please contact the Academy if you wish to view the school
- **23rd June:** The deadline for applications is 1.00 pm. Applications should be either emailed to [enquiries@branstonca.lincs.sch.uk](mailto:enquiries@branstonca.lincs.sch.uk) or post to 'Branston Community Academy, Station Road, Branston, Lincoln LN4 1LH
- **W/C 26th June:** Formal interviews will take place at the Academy. Candidates will be expected to deliver a lesson as part of the interview process.

We reserve the right to interview and appoint for a suitable candidate before the closing date.

# FACILITIES



We have invested considerably in facilities for staff and students, each faculty has a suite of specialist rooms which are well equipped with computer and network access, and in addition there are 5 specialist computer rooms and a number of laptops available for students to use.

There is an onsite nursery where many staff take advantage of the outstanding care and activities offered. As a community academy we have an onsite community library and also Herons Gym with subsidised membership to staff for both Gym + Swim





# LINCOLN

Lincoln is a beautiful, fast developing city in the heart of the East Midlands. Lincoln is recognised as one of the world's great historic cities, attracting hundreds of thousands of visitors each year from all over the world.

With its medieval castle and one of the finest cathedrals in Europe, Lincoln is steeped in history. In 2015 the city was central to the national and international celebrations marking 800 years since the sealing of Magna Carta.

Lincolnshire was named third in the top 20 hottest holiday destinations of 2015. Lincoln's famous cobbled Steep Hill was named one of the prettiest streets in Britain by the Daily Telegraph, having previously been named Britain's Best Street 2012 by the Academy of Urbanism . In addition to the historic quarter of the City, the Brayford Pool area offers a variety of restaurants, cafés and pubs situated next to the picturesque marina in the heart of the thriving city centre, just a few minutes walk from the High Street where there is a wealth of shops, restaurants and entertainment opportunities.



Lincoln is well connected with easy access to Nottingham, Leicester, Hull, Sheffield, Leeds and the A1. There are regular train services to London, from Lincoln station and from Newark Northgate which is on the main London to Edinburgh line. In addition the Lincolnshire Wolds and the delights of the East coast are both easily accessible.

The establishment of the University of Lincoln has led to many more cultural and entertainment opportunities over the last ten years. There are many live music venues, regular concerts and the Drill hall along with the Theatre Royal host a variety of plays, talks and events. Lincoln also plays hosts to several annual internationally attended events, including the Victorian Christmas market, the Steam Punk festival, Comedy festival, the Lincolnshire show and many more

Lincoln has one of the fastest growing property markets in the country, which currently offers housing at prices below the national average. It is an ideal place to purchase property whether it is as a first time buyer or whether you are looking for something more substantial.

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A list of a few local estate agents (This list is not exhaustive)



Pygott & Crone Estate Agent  
01522 568822



Haart  
01522 510088



William H Brown  
01522 534771



Winkworth  
01522 531321

The Academy Staff are always on hand to assist new members of staff with any accommodation/housing requirements to ease your transition to your new role.