



**Teacher of  
Physical Education  
(Girls) Maternity**

**Application Pack  
September 2017**



Dear Applicant

Thank you for expressing an interest in the post of Teacher of Physical Education (Girls) Maternity at this school. This is a high achieving school that is imaginative and creative in its approach to teaching and learning and is keen to look for continued sustained improvement. We are therefore seeking to appoint an innovative and motivational teacher with excellent subject knowledge and the desire and commitment to raise achievement of students at all levels.

There will be an opportunity for those interested in applying to visit the school on **Friday 6<sup>th</sup> October at 2.00pm**. If you would like to attend or if you have any other queries, please email Julia Hipkiss, HR/Personnel Administrator – [hipkiss.j@marchesschool.net](mailto:hipkiss.j@marchesschool.net) or call her on 01691 664417. Further information about the school can be found on the school website.

The closing date for applications is **midnight on Wednesday 11<sup>th</sup> October**. Candidates invited for interview will be notified by **Friday 13<sup>th</sup> October** and interviews will be held on **Wednesday 18<sup>th</sup> October**. If you have not received a reply by this date, it will mean that your application has not been successful.

I look forward to receiving your application.

Yours sincerely

S Longville  
Executive Headteacher

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Marches Academy Trust



S Longville  
Executive Headteacher of The Marches Academy Trust





Marches Academy Trust



The Marches Academy Trust is a multi-academy sponsor, based in Shropshire, which was developed from the highly successful Marches School, a National Leader of Education Support School with Executive Headteacher, Sarah Longville, a National Leader of Education.

We believe we have the capacity and experience to inspire and motivate students and staff and are committed to developing a family of academy schools with a shared set of visions and values. We believe successful, creative, lifelong learners participate in a journey of self-discovery. They know how to learn, acquire skills and feel safe to take risks with confidence and courage. As a single organisation, we believe firmly in collaboration and seek to bring schools together, respecting and learning from one another. We believe each school has their own strengths and we are committed to further developing their own individual identity, whilst sharing our core vision and values.

### What is an Academy?

In the education system of England, an Academy is a school that is directly funded by central government (specifically, the Department for Education) and independent of direct control by local government. An Academy may receive additional support from personal or corporate sponsors, either financially or in kind, must meet the National Curriculum core subject requirements and is fully subject to inspection by Ofsted. Academies are self-governing and most are constituted as registered charities or operated by other educational charities.

To ensure that students benefited from the significant advantages this would bring, The Marches School converted to an Academy on 1<sup>st</sup> August 2011. Converting to an Academy has enabled us to:

- m Re-state our aims and redefine our vision for learning in the second decade of the 21st Century.
- m Build on our current strengths as an 'outstanding', high-performing comprehensive school and preserve the legacy of our specialisms in Technology, Leading Edge and Training School status.
- m Focus on meeting the needs of all learners in Oswestry and the surrounding area.
- m Seize the new educational agenda; work collaboratively with others, including the Local Authority, share information and take the opportunities to creatively use resources and make decisions that benefit the young people within the school's learning community.

Our family of schools currently includes:

**The Marches School in Oswestry (Secondary 11-18)**

**Sir John Talbot's School in Whitchurch (Secondary 11-18)**

To find out more about The Marches Academy Trust please visit our website: [www.marchesacademytrust.co.uk](http://www.marchesacademytrust.co.uk)





'Achievement through Caring' is our core belief at The Marches School and it is central to all that we do. The school is a forward-thinking, innovative school, striving to ensure that young people make the very most of their learning adventure and are equipped with the skills required to prosper in the 21st Century. We believe firmly in the need to keep moving forward so that our young people have the best possible experiences and life opportunities. The Marches is one of the largest secondary schools in Shropshire with over 1300 students currently enrolled and is located about ½ mile from the centre of Oswestry

On 1st August 2011, The Marches School converted to an Academy and in 2014, The Marches became a Multi-Academy Trust and sponsored Sir John Talbot's School in Whitchurch. Executive Headteacher of The Marches Academy Trust, Sarah Longville, is a National Leader of Education and The Marches is a designated support school. As a single organisation we believe firmly in collaboration and bringing schools together with a united vision and core values.

Students at The Marches School achieve highly, year on year and in January 2015, The Marches School was ranked the 5th highest performing school in the county and highest performing state school in North Shropshire.

In 2013 we were reaccruited with the Investors in People Award, and in 2014 we were accredited with the Customer Service Excellence Award. As a school we believe that 'Achievement through Caring' is essential, not only to our work with young people but also to our work with one another. We invest heavily in CPD and have a Training Centre on-site, providing many opportunities for staff and the local community to progress in their learning. We provide a variety of courses ranging from

First Aid to Safeguarding. As a school with over twenty years' experience of teacher training we have partnered with Edge Hill University to deliver 'School Direct'. Our first full cohort of student teachers began with us in September of 2015 covering Secondary, Primary and Early Years phases. The course (including the academic content) is delivered here and participants are awarded PGCE/QTS at its conclusion. We also deliver National Professional qualifications at Middle, Senior and Head teacher levels.

All curriculum areas are extremely successful in engaging students in learning and the staff within departments give an incredible amount of time to support learning beyond the school day. The curriculum was rated 'Outstanding' by Ofsted and we offer students a strong core entitlement in English, Mathematics and Science whilst maintaining a broad and balanced experience. These high standards are mirrored across all curriculum departments, with innovative approaches implemented in both Key Stages 3 and 4. The curriculum seeks to ensure that all students find the right pathway for their future.

In September 2015 we introduced our Academic Mentoring Programme and along with the continuation of the Accelerated Reader Programme, this will continue the focus on developing the independent learning and thinking skills of our students. Within this model is also the creation of a Reading School. After lunch all students attend their vertical/House group for a 25 minute Reading Session. All students are expected to have a reading book (fiction) and not a magazine or newspaper for this session and students follow the Accelerated Reader Programme to ensure they are reading material appropriate for the reading level. The aim of this programme is to ensure that we are promoting independent reading as a school.

Across the school, we manage children through encouragement and motivation and run a very successful Rewards Programme. We are a friendly school in which necessary boundaries are observed, but an open and approachable atmosphere prevails. The progress and success of every one of our students is important, this is a school where every child matters.

In September 2013, we opened the Sixth Form which now has over 130 students in Years 12 and 13. We offer 24 different academic courses and have a combination of students who have previously studied at The Marches and a growing number of those who have joined from other secondary schools.

The school is very lucky to have a dedicated team of staff, students and parents who share the common vision. We are on an exciting journey and we hope that you read the information and, if possible, take the time to come and see, first-hand, the wealth of opportunities available to students. We are a supportive group of staff who are eager to learn from others and we would value you making an application to our school.



# CPD Opportunities



In 2007, The Marches School in Oswestry became the first school within Shropshire to achieve Training School status. Designed as centres of excellence for training, Training Schools became specialist hubs for adult learning, providing a venue for high quality professional development. Over recent years, The Training School at The Marches, now known as Marches Training, has flourished and expanded into brand new, modern, fully equipped premises offering teacher training and training courses for the local and wider community. With these facilities the Academy Trust aims to provide a wide variety of CPD opportunities to all of our staff.

## Continuous Professional Development

“CPD is a cornerstone of all that we do here at school. Keeping staff fresh, reinvigorated and moving forward ensures that not only do they maintain a positive outlook on their careers but it enhances the experience of students significantly.

CPD is not about ‘going on a course’ it is about a life led by learning. Looking at what you do as an individual will develop you as a professional (and often as a person!)”

**“The Academy Trust wants to ensure that everyone has the opportunity to develop professionally whilst they are here. It is also about giving our staff the opportunity to prepare for their next promotion, their next move”.**

Ruth Lloyd, Deputy Headteacher



## Specific Training for Teachers

1 day subject specific courses run by training providers

Courses provided by examination boards  
Curriculum content  
CPD Genie training  
Teacher Training  
Mentoring  
NQT mentoring  
NQT statutory requirements  
Whole School Training  
Ofsted readiness  
Lesson Observation Training  
SEND training  
Behaviour Management training  
Assessment and marking training  
Raising Awareness training  
Development of pedagogy  
ICT skill improvement  
Collaborative planning  
Undertaking ‘difficult’ conversations  
Raiseonline  
Multi Academy working

## NPQ Courses

NPQML  
NPQSL  
NPQH

## Generic Training for All

SEND – specific areas e.g. ADHD  
School policies and procedures  
DDP/SDP training  
Shadowing Colleagues  
Primary/Post 16 involvement  
Health and Safety training  
First Aid  
Food Hygiene  
Time Management  
Attending school events  
Public Speaking  
National Conferences (during school time)  
Planning school trips  
Writing a ‘bid’  
Stress and stress management  
Counselling skills  
Discovering your strengths  
Coaching and mentoring skills  
Management skills  
Making difficult conversations easy

## Masters Courses

...and many more

# Employee Benefit Schemes

The Trust has teamed up with BHSF to provide a number of salary sacrifice benefit schemes to its staff. Salary sacrifice enables staff to give up some of the cash value of their pay to receive other benefits which saves on tax and national insurance. The Trust currently runs the following salary sacrifice schemes:

Childcare Vouchers – Typical saving of 32% on paying for childcare; can include nurseries, child-minders or breakfast/after school clubs

Bikes - Typical saving of 32% on the cost of a new bike supplied via Halfords or independent bike shops

Mobile Phones – Typical saving of 32% on the cost of smartphones and accessories

Computers – Typical savings of 12% on the cost of Desktop machines, Laptops and iPads

Car Lease Scheme – Cars available from a wide range of manufacturers; includes all maintenance, insurance and servicing. Savings depend on the CO<sub>2</sub> emissions of the vehicle.

The Trust also has arrangements with a number of local gyms and health clubs which offer our staff membership at discounted rates.



# Vacancy Details

## The Marches School

### **Teacher of Physical Education (Girls) Maternity MPR**

#### **Temporary Contract**

#### **Full time, Maternity Cover Required for January 2018**

An opportunity has arisen for an enthusiastic **Teacher of Physical Education (Girls) Maternity** to join our successful team. This vacancy has arisen due to the planned absence of a member of the team. We are seeking an innovative and motivational teacher with excellent subject knowledge and the desire and commitment to raise achievement of students at all levels. The requirement will be to teach Physical Education to GCSE. We are looking for a passionate and inspirational professional who would enjoy working in an exciting and rewarding environment and are prepared to contribute fully to school life. Applications are welcome from NQTs. Please note that you may be required to work across other schools in the Academy Trust if required.

#### **In the Physical Education Department we have:**

- Superb facilities including full sized floodlit astro turf, sports hall, gym, large playing fields and recently resurfaced courts
- A full extra-curricular programme with school teams in all ages
- Well-established successful GCSE Physical Education course
- An enthusiastic and supportive department team
- Hard working students with excellent kit and participation rates
- A range of technology to enhance teaching and learning

The Marches is a thriving school, dedicated to ensuring students feel fully supported in all that they do. Learning radiates well beyond the classroom, with a vast array of extra-curricular activities, trips and educational visits taking place each term. Facilities at the school are exceptional, providing students with access to state of the art ICT equipment, extensive sports facilities and fully equipped classrooms.

#### **At The Marches School we can offer:**

- An 'Outstanding' curriculum offering students a strong core entitlement in English, Mathematics and Science
- A full extra-curricular programme with opportunities for enrichment activities for all
- Excellent resources and facilities
- An enthusiastic and supportive team of staff, parents and governors
- Hard working students

- An excellent opportunity to develop your career
- CPD opportunities

The Marches School is a successful, forward-thinking 11-18 Academy, with 1,420 students currently on roll. Located in the attractive border town of Oswestry, the school enjoys a semi-rural location, within walking distance of the town centre. In 2013, The Marches opened its doors to the school's first ever Sixth Formers and now delivers a broad range of A-Levels and boasts modern, spacious Sixth Form Facilities.

**There will be an opportunity for those interested in applying, to visit the school on Friday 6<sup>th</sup> October at 2.00pm.** If you would like to attend on this day or if you have any other queries, please email Julia Hipkiss, HR/Personnel Administrator [hipkiss.j@marchesschool.net](mailto:hipkiss.j@marchesschool.net)

For further information or to apply for the post please visit our online recruitment site via the school's website [www.marchesschool.co.uk](http://www.marchesschool.co.uk) (Please note we do not accept CVs).

**Closing date for applications is midnight on Wednesday 11<sup>th</sup> October 2017.**

**Interviews will be held on Wednesday 18<sup>th</sup> October 2017.**

***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. The successful applicant will be subject to an enhanced DBS check.***

- *Please note that you may be required to work across other schools in the Academy Trust if required.*



# Job Description

## DUTIES

The post holder will undertake professional duties in accordance with the Teachers' Pay and Conditions Document as directed by the Headteacher with the content of the Job Description below.

### MAIN ACTIVITIES TO THE PARTICULAR DUTIES:

- m To teach Physical Education at KS3 and KS4.
- m To teach additional lessons where required within the timetable allocated.
- m To supervise and so far as practicable teach any pupils where the teacher timetabled to take the class is not available to do so.
- m To contribute to other areas of the Physical Education curriculum as and when necessary.
- m To create resources appropriate to the abilities of the students being taught.
- m To contribute to the development of schemes of work, assessments, resources and displays.
- m To keep up to date with marking and assessments.
- m To keep an accurate teaching file.
- m To attend meetings and events as required to fully support the department and school.
- m To teach a mutually agreed timetable.
- m To report back to parents in a variety of forms.
- m To uphold department and school procedures, policies and plans.
- m To lead extra-curricular activities.
- m To use a range of teaching and learning strategies.
- m To incorporate ICT within lessons and personal documentation.
- m To be responsible for a tutor group.
- m To represent the department in cross-curricular working parties.
- m To attend Physical Education Department and Year Team meetings.
- m To accept additional mutually agreed responsibilities as part of the Physical Education team.
- m To be a part of a duty team and take responsibilities desired.
- m To attend relevant INSET courses and meetings with outside agencies.
- m To actively uphold the school ethos.
- m To take a professional approach to all aspects of the work.
- m The duties may be varied to meet the changing demands of the school at the reasonable discretion of the Head Teacher.



This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out above. 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.

*"This post is exempt from the Rehabilitation of Offenders Act 1974 and as such all applicants who are appointed to this post will be subject to an Enhanced DBS check before the appointment is confirmed. This check will include details of cautions, reprimands or warnings, as well as convictions and non-conviction information. Once provisionally appointed, the successful applicant may also be required to apply for an Enhanced Disclosure at predetermined intervals during the course of their employment whilst in this post."*

**Note:** The Marches School is designated a no smoking workplace. There is an expectation that staff maintain a professional dress code and that ID badges will be worn and will be on show.

# Person Specification

- m A commitment to the value of Physical Education as an important element in the personal development of young people.
- m The ability to teach Physical Education the highest level of attainment in KS3 and KS4.
- m A commitment to developing personal expertise in teaching all aspects of Physical Education and the drive to keep abreast of new ideas and approaches.
- m An innovative approach to creating a positive learning environment, using a range of teaching and learning strategies and approaches. (Including the incorporation of Citizenship, Literacy and Numeracy).
- m Proven ability in the use of ICT in the classroom and some knowledge of the use of interactive white boards would be desirable.
- m An enthusiasm for teaching and learning and the ability to communicate this to children.
- m The ability to work with students at all ability levels and take action to enhance their students.
- m The capacity to work within the Physical Education team and make contributions to the development of schemes of work, resources and to extra curricular activities.
- m A willingness to represent the Physical Education department in cross-curricular working parties and work with outside organisations in order to enrich the experience of students.
- m A commitment to participating in the enhancement of the learning environment through displays that positively reinforces students' work.
- m The willingness to make a contribution as a tutor.
- m A sense of humour.

Attributes	Essential	Desirable
<b>Qualifications</b>	A good Honours Degree.	The desire to further knowledge through relevant courses or a further degree.
<b>Teaching experience</b>	A successful PGCE year. A portfolio of relevant resources showing teaching and learning strategies.	Form tutor experience.
<b>Personal qualities and other relevant experience</b>	Effective communicator. The ability to engender enthusiasm for learning.	High standards of personal performance in sport
<b>Skills</b>	The use of ICT in lessons and for personal documentation. The ability to display student's work.	An understanding of the use of interactive whiteboards.
<b>Job-related personal skills</b>	Contribute to SOW, assessments and resources. Attend cross-curricular meetings representing the views of the Physical Education team.	
<b>Special working conditions</b>	To be an effective team member and have a sense of humour.	

In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children including:

- m Motivation to work with children and young people;
- m Ability to form and maintain appropriate relationships and personal boundaries with children and young people;
- m Emotional resilience in working with challenging behaviours; and
- m Attitudes to use of authority and maintaining discipline.

# Commitment to Safeguarding



The Marches School fully recognises its responsibility to safeguard and promote the welfare of students and young people and is committed to ensuring that its students have the opportunity to thrive within a safe learning and working environment. The school expects all staff and volunteers to share this commitment. Our Safeguarding Policy, which applies to all staff, governors and volunteers working in the school, has five main elements:

1. Ensuring we practise safer recruitment in checking the suitability of staff and volunteers to work with students;
2. Raising awareness of child protection issues and equipping students with the skills needed to keep them safe;
3. Implementing procedures for identifying and reporting cases, or suspected cases, of abuse;
4. Supporting students who have been abused in accordance with his/her agreed child protection plan;
5. Establishing a safe environment in which students can learn and develop.

Staff at The Marches School are aware of how they share in the school's responsibility to safeguard and promote the welfare of students and young people. The school's adopted 'Professional Code of Conduct' establishes expectations in relation to conduct towards students and all staff are issued with strict guidelines on what are considered to be safer working practices which must be observed at all times. Were any member of staff to have a concern that the school's code of conduct or expected safer working practices were not being followed and a student or students were as a result at risk, then they would be expected, and supported, to raise the concern under the school's adopted "whistleblowing policy and procedure".

The school also operates within other policies relating to safeguarding, child protection and the welfare of students. The following policies are available upon request:

-  Safeguarding Policy
-  Whistleblowing Policy
-  Safer Visiting Policy

To ensure that safer practice in recruitment is reflected at every stage of the recruitment process the school operates within a Safer Recruitment Policy. Members of the school staff and governing body have attended and passed training on Safer Recruitment. All successful applicants will be subject to an enhanced DBS disclosure and references will be checked. All employees of the school will receive compulsory child protection training.