



Outcomes Focused, Child Centred



Head of Computing/Business Recruitment Pack

Contents

| | |
|----------------------------------|----|
| Welcome from the Chief Executive | 03 |
| Welcome from the Principal | 04 |
| Introduction to Kearsley Academy | 05 |
| Northern Education Trust | 06 |
| The Application Process | 08 |
| Where to Find Us | 09 |
| Job Advert | 10 |
| Job Description | 12 |
| Person Specification | 15 |

Welcome from the Chief Executive

On behalf of the Northern Education Trust Board, welcome to the Northern Education Trust.

We are unwavering in our commitment to ensure that the outcomes our young people secure prepare them fully for life beyond school. Our Academies are happy and thriving communities where children both achieve and feel safe and cared for. As an inclusive Trust we strive to help young people overcome any barrier to learning.

We are a caring employer and invest heavily in professional development, allowing our staff opportunities to take the next steps in their career. We hope you find our website holds all the information you need to believe that whether you are a parent or prospective employee, your next steps should be taken with us.

Welcome from the Principal

Welcome to Kearsley Academy!

Thank you for taking the time to look through our recruitment pack for Head of Computing/Business at Kearsley Academy. I'd like to take this opportunity to explain the role, the candidate we are looking for, and why Kearsley Academy is an aspirational and inspirational work place.

Kearsley Academy has undergone a fantastic transformation over the last four years, and strong, stable senior leadership has resulted in an Academy that truly is 'Outcomes Focused, Child Centred'.

From the moment our day begins, our staff are highly visible, greeting students at the gates and front door, engaging our students with 'intervention by interaction' (retrieval practice questions on their core syllabus) to ensure that high expectations are in place the moment students enter our Academy. Students behaviour is good at Kearsley Academy, and our highly visible Senior Leadership Team and pastoral team are supporting on corridors and classrooms at all times. Our expectations are high and students are not permitted to waste any time – we use timed phased learning for all we do with random name generators and we have a team of highly skilled non-teaching pastoral leaders to ensure that classroom time is spent learning, and not talking about uniform standards, jewellery, make up, behaviour or anything else that 'just gets in the way'.

Our focus on outcomes is unparalleled, as we understand that life chances are paramount. Our outcomes for our 2019 cohort are far above national average, and students from previous cohorts are embarking on aspirational course, such as a degree in Physics at Oxford University!

We are looking for a Head of Computer Science and Business. The role has become available due to the rapidly growing community of Kearsley Academy, and our rising numbers on roll. This leader will be an outstanding classroom practitioner, with a track record of success in whole school projects and will lead achievement in both subjects, working within the larger Technologies team.

If you feel you are ready to embark on a new role in an Academy where hearing rounds of applause of commonplace, children and staff are happy, supported and fulfilled, with a collegiate spirit of working together to ensure the highest possible standards in all that we do, then please put in your application. I feel that Kearsley Academy is a unique opportunity, and very hard to not instantly fall in love with. I encourage you to put in your application and be inspired!

If you wish to have an informal conversation with me, or wish to book in for a tour, please do get in touch. I'd be more than happy to offer this. Please be aware that due to Covid-19 restrictions, our informal tours will take place outside of Academy hours.

Mrs Kim McKee

Principal, Kearsley Academy

Introduction to Kearsley Academy

Context of the Academy

Kearsley Academy has made significant improvements since joining Northern Education Trust (NET) in 2010. This is borne out by year on year improved results and builds upon the strengths identified in the inspection in February 2019. Outcomes in years 7 to 11 have seen rapid and sustained improvement – the Academy has been named as the 16th most improved school nationally over the years 2017 – 2019 for the dramatic rise in outcomes in English and mathematics 4+. There is an unrelenting focus and drive on improving outcomes. The Academy's vision of being 'Outcomes focused, child centred' is fully integrated into all aspects of Academy Life.

Kearsley Academy has received numerous local and national accolades in recent years, including:

- Top twenty Most Improved School Nationally (2017 - 2018 and 2018 - 2019)
- Bolton Secondary School of the Year Award (2019)
- Bolton Secondary School Student of the Year Award (2020)
- National Award Winners: Outstanding Progress (Secondary) Award (2020-2021)
- Featured on BBC National News for our view on GCSE announcement (2020-2021)

Kearsley Academy is a smaller than average 11 – 16 school. There are 683 students currently on roll, but this is rapidly growing with an increase from 96 students leaving year 11 in 2020 to 140 students joining the Academy in year 7 the same year. Students' ability on entry is in line with national average. The Academy has higher than average number of Ever 6 FSM students at 43% of the outgoing year 11 students. Across the Academy as a whole 35% are Ever 6 FSM, the current national average is 27.7%. The Academy is in quintile 3 (average) for deprivation. As the Academy population has grown, the number of students living in areas of income deprived families has decreased, although the academy continues to serve children from extremely deprived households within the local area. Students are predominantly white British, although the makeup of diversity within the Academy is changing rapidly. Bolton Local Authority now experiences a large number of International New Arrivals to the local area and the number of EAL students is increasing in turn (12% compared to 17% nationally). SEND support students are in line with the national average at 11.4% (national average is 10.8%). The Academy is above the National Average in terms of percentage of students who require an EHC plan at 3% of students (the National Average is 1.7%).

Northern Education Trust

Our Vision

We constantly focus on standards as we understand outcomes are paramount. Our decision making is driven entirely by what is best for children. By doing this we enhance the life chances of the children and young people in our care.

The 10 values which underpin our vision:

1. We care passionately about the education and welfare of young people
2. We believe that all young people, irrespective of background or ability will be successful in our Trust
3. We are not and will never be selective. We believe that local schools are for all children
4. We are always inclusive. Our mechanisms to support the most vulnerable child to succeed and overcome barriers to learning are a key aspect of our work
5. Our approach to education recognises that outcomes are paramount and also allows children to gain experiences and values which prepare them fully for life in modern Britain. This includes workplace skills and appropriate advice for future progression
6. We have high expectations of behaviour
7. We adopt the local authority admissions protocol and work closely with them
8. We would always wish to act in such a way that has a positive effect on a neighbouring school or community. We care passionately about children in all schools, not just our own
9. That all employees act with integrity and embrace the value that 'we are the Trust'
10. We work regionally and nationally to develop approaches to MAT improvement that influence the wider school-led system

Northern Education Trust

NORTHERN Model for School Improvement

No Exceptions and no excuses / Aspiration & compliance / The 80/20 model

Outstanding leadership / Outcomes focused / Vision and values – with integrity

Relentless focus on standards / RAG and STEPS

Teaching and learning / Quality in the classroom

High expectations / Behaviour policy, staff performance

Enrichment / Curriculum and beyond

Recruitment, retention and staff development

Network development and system leadership

The Application Process

The Trust seeks highly motivated and professional individuals to work for us. You must have a passion and commitment to improving the life chances of our students. Vacant posts are advertised on our website and a Trust application form must be submitted for these posts.

We are committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. All posts are subject to an enhanced disclosure and barring service check. We expect all adults who work for the Trust to share our commitment to safeguarding and the health and well-being of our students.

On receiving the applications for the post, once the closing date has passed the applications are reviewed and shortlisting takes place.

Successful candidates will then be contacted to attend for an interview. Dependent on the position applied for will determine this process. For teaching applicants there will be a requirement to be observed teaching a lesson and then interviewed by a panel of three academy staff.

Non-teaching applicants will be required to complete a task and then interviewed by a panel of three academy staff.

After interview the successful candidate will be contacted, start date confirmed and a conditional offer letter sent out, subject to our safer recruitment practice.

Where to Find Us



Directions to Kearsley Academy

From the M60, either direction exit at junction 15, take the M61 exit to Preston/Wigan/Bolton. Keep right at the fork to stay on M61, follow signs for A666. Take the A6053/A666 exit towards Farnworth/Kearsley. At the roundabout, take the 3rd exit onto Bolton Rd/A666. Exit the roundabout onto Bolton Rd/A666. Go straight through the traffic lights then take the first right onto Pilkington Rd. At the end turn right onto Springfield Rd. Entry to Kearsley Academy is the second turning on the right, for access press the buzzer for reception.

From the M61, exit at junction 3, take the A6053/A666 exit to Farnworth/Kearsley. At the roundabout, take the 3rd exit onto Bolton Rd/A666. Exit the roundabout onto Bolton Rd/A666. Go straight through the traffic lights then take the first right onto Pilkington Rd. At the end turn right onto Springfield Rd. Entry to Kearsley Academy is the second turning on the right, for access press the buzzer for reception.

From Bolton via St Peter's Way A666, take the exit signposted for Kearsley/Preston/M61. At the roundabout take the 1st exit onto Bolton Rd/A666. Exit the roundabout onto Bolton Rd/A666. Go straight through the traffic lights then take the first right onto Pilkington Rd. At the end turn right onto Springfield Rd. Entry to Kearsley Academy is the second turning on the right, for access press the buzzer for reception.

Contact Details

Kearsley Academy
Springfield Road
Kearsley
BL4 8HY

Phone: 01204 332555

Email: kearsley.enquiries@northerneducationtrust.org

Web: <https://ka.northerneducationtrust.org>

Job Advert

Contract type: Full Time
Salary: MPS/UPS + TLR2A
Contract term: Permanent
Suitable for NQTs: No

JOB ADVERT – Head of Computing/Business
Required for Easter 2021

Are you ready to transform student outcomes in our Computing/Business department?

Northern Education Trust - Kearsley Academy would like to present you with a truly exceptional opportunity to play a key role in shaping the provision of secondary education and lifelong learning prospects within our ambitious and thriving academy.

We are seeking to appoint a highly motivated, energetic, dynamic and ambitious practitioner who has the capacity to become an outstanding Middle Leader and beyond.

Kearsley Academy is an inclusive school. We strive to provide an educational experience which focuses upon academic success, enjoyment and participation and engenders a sense of community and belonging.

We are a rapidly growing school, with a genuinely inspirational and aspirational culture, and in recent years we have won numerous local and national awards:

- Top twenty Most Improved School Nationally (2017 - 2018 and 2018 - 2019)
- Bolton Secondary School of the Year Award (2019)
- Bolton Secondary School Student of the Year Award (2020)
- National Award Winners: Outstanding Progress (Secondary) Award (2020-2021)
- Featured on BBC National News for our view on GCSE announcement (2020-2021)

Kearsley Academy is part of Northern Education Trust, a nationally recognised and trusted multi academy trust with vast experience of school improvement.

The successful candidate will:

- Be an outstanding teacher with the drive and capacity to really thrive in this role and to become a truly outstanding leader.
- Have a clear vision of how to improve standards in Computing and Business.
- Be able to lead, motivate and inspire students and colleagues.
- Be resilient, hard-working, solution focused and whole heartedly committed to transforming student outcomes.

What you can expect from us:

- Excellent opportunities for your professional development with access to a specifically tailored CPD package. You will receive the highest standard of induction and CPD support.
- Friendly and supportive colleagues who go the extra mile in a well-resourced department.
- Students with a thirst for learning and success.

Further details are available from Amy Platt, PA to Principal via a.platt@northerneducationtrust.org

To apply for this post candidates should submit a covering letter of no more than one side of A4, font size 12, normal margins. The letter should outline their experience to date and their suitability for the post. Completed applications should be sent to a.platt@northerneducationtrust.org

Please note that we do not accept CV's - applicants must submit a Northern Education Trust application form.

Closing date: 25th January 2021 at noon

Interviews: to be confirmed

The Trust is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. All posts are subject to enhanced disclosure and barring service checks. We expect all adults to share our commitment to safeguarding and the health and wellbeing of our pupils.

Job Description

| | | | |
|--------------------------------|---------------------------------------|----------------|-----------------|
| Job Title: | Head of Department (ICT and Business) | | |
| Base: | Academy | | |
| Reports to: | Nominated SLT Member | Grade: | MPS-UPS + TLR2A |
| Service responsibility: | | Salary: | |
| Additional: | | Term: | WT |

JOB PURPOSE

The Head of Department is accountable for:

- Carrying out the professional duties of a teacher in accordance with Academy policies and under the direction of the Principal.
- The quality of teaching and learning in the department
- Overall student outcomes in the department in partnership with the teachers concerned
- Evaluation of relevant assessment information for individuals, groups and cohorts
- Induction and support of new staff
- Ensuring good pastoral care and personal development for students
- Ensuring good behaviour and encouraging good attendance and punctuality
- Presenting information and evaluation reports to the senior leadership team, parents and Academy Council members, as requested
- Arranging and promoting activities across the department to foster personal development, commitment and enthusiasm in students
- Liaison with external agencies as required for pupils in the department
- Performance management of teachers in the department as required
- Ensuring that departmental budgets are deployed effectively and achieve value for money
- To ensure that the curriculum fully meets the needs of all students and effectively delivered in all respects
- To actively promote the development across the Academy
- To further investigate vocational qualifications that can be delivered by the department

Some of these specific accountabilities may be assigned to other TLR post holders in the department but the head of department remains accountable for their overall achievement.

JOB SUMMARY

1. Maintaining a focus on teaching and learning
2. Exercising appropriate professional skills and judgement
3. Accountability for leading, managing and developing a subject or curriculum area or student development in the Department

4. Working with other relevant teachers in the department:
 - Identify relevant department improvement issues
 - Define and agree appropriate improvement targets
 - Co-ordinate CPD needs and opportunities for department staff
 - Evaluate the impact of all improvement activities on the quality of teaching and learning
 - Provide the Senior Leadership Team with relevant subject, curriculum area or student performance information
5. Having impact on educational progress beyond personally assigned students in the Department
6. Working with other relevant teachers and staff in the department:
 - Identify appropriate attainment and/or achievement targets
 - Monitor pupil standards and achievement against annual targets
 - Monitor planning, curriculum coverage and learning outcomes
 - Monitor standards of pupil behaviour and application
 - Lead evaluation strategies to contribute to overall Academy self-evaluation
 - Plan and implement strategies where improvement needs are identified
 - Ensure that relevant attainment / achievement targets are met
7. Leading, developing and enhancing the teaching practice of others
8. Working with other relevant teachers and staff in the department:
 - Maintain personal expertise and share this with other teachers
 - Act as a role model of good classroom practice for other teachers, modelling effective strategies with them
 - Monitor and evaluate standards of teaching, identifying areas for improvement
 - Plan and implement strategies to improve teaching where needs are identified
 - Induct, support and monitor new staff
 - Act as a performance management team leader for identified teachers
9. Line management responsibility for a significant number of people:
 - Ensure that performance management arrangements are effectively discharged by other team leaders in the department
 - Monitor the effectiveness and impact of performance management arrangements within the department (subject to the performance management policy)
 - Monitor and evaluate the contribution and impact of other staff in the Department to Academy improvement
 - Provide quality assurance monitoring and intervention with staff as agreed with the senior leadership team
 - Identify staff development needs and co-ordinate these with those responsible for CPD in the Academy
 - Plan the deployment of staff expertise to achieve departmental improvement objectives
 - Take initial responsibility for the pastoral care and welfare of all department staff

GENERAL

1. To participate in wider Academy meetings and working groups as required.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified and the post holder may reasonably be expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time.

NET is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check.

Signed:

Date:

Person Specification

| Post: Head of Department | | | Assessed by: | |
|--|--|-----------------------|--------------|------------------|
| No | Categories | Essential / Desirable | App Form | Interview / Task |
| QUALIFICATIONS | | | | |
| 1. | Degree or equivalent in an appropriate subject | E | ✓ | |
| 2. | Qualified Teacher Status by start date | E | ✓ | |
| 3. | Further higher qualifications | D | ✓ | |
| EXPERIENCE | | | | |
| 4. | Teaching or teaching practice across a range of age and ability | E | ✓ | ✓ |
| 5. | Use of a variety of teaching styles and approaches | E | ✓ | ✓ |
| 6. | The awareness of the assessment, recording and reporting of student's attainment and its use to further student's learning | D | ✓ | ✓ |
| 7. | Experience of reflecting on and improving teaching practice to increase student achievement | D | ✓ | |
| 8. | Experience of managing, motivating and developing staff | E | ✓ | |
| ABILITIES, SKILLS AND KNOWLEDGE | | | | |
| 9. | Up to date knowledge in the curriculum area | E | ✓ | ✓ |
| 10. | Understanding of the strategies needed to establish consistently high aspirations and rates of progress | E | ✓ | ✓ |
| 11. | A knowledge of the Teaching Standards | E | ✓ | ✓ |
| 12. | Knowledge of strategies that promote a positive climate for learning | E | ✓ | ✓ |
| 13. | To make use of ICT as a tool for teaching and learning | E | ✓ | ✓ |
| 14. | Excellent classroom teacher, or has the capacity to become one | E | ✓ | ✓ |
| 15. | The ability to deliver engaging and motivating lessons to students across both Key Stages | E | ✓ | ✓ |

| Post: Head of Department | | | Assessed by: | |
|---------------------------|---|-----------------------|--------------|------------------|
| No | Categories | Essential / Desirable | App Form | Interview / Task |
| 16. | Ability to develop appropriate learning resources and to contribute to the departments Schemes of Work | E | ✓ | ✓ |
| 17. | Effective and systematic behaviour management | E | ✓ | ✓ |
| 18. | Strategic thinker who tailors lessons to student needs | E | ✓ | ✓ |
| 19. | Understands and interprets complex data to drive student attainment | E | ✓ | ✓ |
| 20. | Genuine passion and a belief in the potential of every student | E | ✓ | ✓ |
| 21. | Promote positive relationships in order to fulfil the potential of every student | E | ✓ | ✓ |
| 22. | Good communication, planning and organisational skills | E | ✓ | ✓ |
| 23. | To work as a team supporting department members in developing and sharing good practice | E | ✓ | ✓ |
| PERSONAL QUALITIES | | | | |
| 24. | Pleasant and friendly manner | E | ✓ | ✓ |
| 25. | Polite and punctual | E | ✓ | ✓ |
| 26. | Reliable | E | ✓ | ✓ |
| 27. | A commitment to working as part of the whole academy team and supporting the vision and aims of the academy | E | ✓ | ✓ |

NET is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check.

Chief Executive: Mr R Tarn

Northern Education Trust
c/o Thorp Academy
Main Road
Ryton
NE40 3AH

Phone: 0191 406 6383

Email: public.enquiries@northerneducationtrust.org

Web: www.northerneducationtrust.org