



# Rossall

## Head of Food and Nutrition



APPOINTMENT BRIEF

February 2020



## ABOUT ROSSALL SCHOOL

Founded in 1844, Rossall is a co-educational boarding and day school with an illustrious history and a clear strategic vision for the future. Situated on the Fylde Coast, the majestic backdrop of the Cumbrian Peaks and the Irish Sea provides a spectacular environment within which a community of some 650 boys and girls are inspired to fulfil their potential. The School provides a unique educational experience underpinned by a strong commitment to academic excellence and co-curricular participation. Successive generations of Rossallians have made a profound impact in fields as diverse as medicine, music, politics and technology.

The appointment of Jeremy Quartermain as the seventeenth Headmaster of Rossall School has heralded a sustained focus upon the academic life of the School and, since 2016, pupil numbers have grown by over 15%. The appointment of a Deputy Head of Teaching and Learning and the opening of the new centre for Innovation and Excellence in Learning are reflective of the School's commitment to ensuring that Rossall is recognised regionally and nationally for the quality of its CPD programme. Additionally, the establishment of a Leadership Academy is reflective of the growing number of aspirant practitioners who have resolved to forge their careers at Rossall.

We strive to develop in our pupils a lifelong love of learning, a sense of moral purpose, and a belief in their own power to do good in the world. We prepare them to lead successful personal lives and productive professional lives. Our students are confident and compassionate. Increasingly they assume responsibility for their own learning and they are encouraged to be both critically reflective and resilient. We have the highest aspirations for our boys and girls and as an IB World School we endeavour to ensure that our pupils are intellectual risk-takers, open-minded and persuasive communicators. We desire for them to develop an intrinsic interest in the subjects that they are studying and to view the formal curriculum as constituting a starting point as opposed to an end in itself. Opportunities for academic enrichment abound and pupils are able to benefit from involvement in activities such as the Model United Nations and subject specific societies.

The vast majority of Rossall students progress to leading Russell/Top Twenty universities and the School has achieved considerable success with applications to Oxbridge and prestigious universities in Europe and America. It is an inclusive and diverse School community with a roughly even split between day pupils and those whom board. The internationally-minded nature of the School is as defining an aspect as its architectural beauty and fascinating history.

The School is embarking upon a significant development programme which includes the refurbishment and reconfiguration of our Science Department and an ambitious 1:1 Mobile Learning Project. Alongside the introduction of horizontal tutoring and Year Group Heads, the School is also set to open a Sixth Form Study Centre and brand new Learning Development Department with state-of-the-art facilities. The School's site extends to 160 acres and affords plenty of scope for outdoor learning.



## **MEET THE ROSSALL TEAM** ROSSALL'S LEADERSHIP EXECUTIVES

Leading the school is Headmaster, Mr Jeremy Quartermain, and four fellow Leadership Executives. They are joined by another five members of staff on the extended Senior Leadership Team.



Mr Jeremy Quartermain  
*Headmaster*



Mrs Emma Sanderson  
*Bursar*



Mr Robert Robinson  
*Deputy Head*



Ms Dina Porovic  
*Deputy Head*  
*(Teaching & Learning)*



Mr Matt Turner  
*Head of Junior School*

# HEAD OF FOOD AND NUTRITION

## JOB DESCRIPTION

An inspiring, enthusiastic and experienced Head of Food and Nutrition is required to lead a growing and thriving department.

Set within state of the art facilities of the Rossall Kitchen, the department is exceptionally well equipped boasting 11 work stations, a huge range of appliances and ample storage for ingredients.

The subject is exceptionally popular on and off timetable with pupils from Year 7 having the opportunity to engage in regular timetabled lessons throughout the academic year. Outside of lessons Rossall Kitchen hosts a number of clubs including International cooking as well as University Cooking and parent cookery courses.

The Food Preparation & Nutrition GCSE (AQA), with its first cohort sitting exams in the summer of 2021, has proved extremely popular and we fully expect a similar level of engagement from our Year 9s who are currently choosing their options.

The Head of Food and Nutrition should possess the energy necessary to build on the successes of this fledgling department and the vision to embed it's position at the heart of the school. As well as teaching experience, they should possess and be able to demonstrate up-to-date skills and knowledge in this area, including Health & Safety.

### **Key Responsibility/Accountability**

- Creating a positive, supportive and productive working environment for both staff and pupils.
- Promoting the enjoyment and importance of Food and Nutrition education at School level and beyond.
- Leading, supporting and developing staff through effective training and guidance; prompting staff to develop their interest and understanding of subject specific and wider educational matters.
- Train assisting staff on lesson plans, health and hygiene, risk assessments
- Holding regular (fortnightly) departmental meetings to review student progress and to plan departmental strategy.
- Effective and regular monitoring of the quality of teaching, learning, marking and assessment.
- Supporting the School's co-curricular programme through the maintenance of an annual programme of events and visits
- Ensure excellent communication with the Headmaster, Deputy Head (Teaching and Learning), Director of Studies and other academic and pastoral staff, pupils and parents.
- Managing the budget to ensure optimum use of departmental resources.
- Overseeing the development of digital learning technologies within the department.
- Reviewing the department's practice and documentation regularly with staff to ensure that both of these support the School's priorities and deliver an inspiring, relevant and challenging curriculum.
- Assisting the Headmaster and other senior staff with the appointment of staff.
- Ensuring the whole School policy, including that for Health and Safety, is implemented and regularly evaluated in areas that pertain to the department.
- Write risk assessments for all equipment as well as lesson plan risk assessments
- Plan ongoing maintenance regarding repair and replacement of equipment in order for the department to run smoothly and without breakdowns during lesson time.
- Be responsible for all legislative requirements regarding hygiene, fire and health and safety
- Acting as a role model in all aspects of School life, both in the classroom and beyond.

## **Teaching Responsibilities**

- To be an outstanding classroom teacher who shares good practice
- To plan and prepare interesting and engaging lessons
- To ensure that the needs of all learners in classes are met
- To maintain an orderly, positive and purposeful classroom atmosphere
- To assess, record and report on the development, progress and attainment of pupils
- To help foster pupils' critical thinking and independent learning skills

## **Other**

- To promote the general progress and academic and pastoral well-being of individual pupils and of any assigned group of students, including tutor groups;
- To safeguard the general health and safety of pupils.
- To communicate and consult with parents over pastoral issues and academic concerns.
- To participate in all relevant meetings and undertake supervision and cover duties as required.
- To contribute to other aspects of education outside the classroom e.g. games, clubs and visits.

## **Wider School Life**

All teachers play a role in supporting the School's house system and all full time members of staff are tutors attached to one of the houses. They are also expected to commit some of their time and energy to the extensive co-curricular programme in the evenings and on weekends, which includes a wide variety of clubs and activities reflecting the broad range of interests of our staff. Many staff offer activities relating to their subject area, but there is scope to be involved with sport, music, drama and the Combined Cadet Force and a great range of clubs from cookery to chess and debating to dance!

## PERSON SPECIFICATION

- The successful candidate will be committed to the success and fulfilment of potential of every pupil studying Food and Nutrition within the School.
- He or she will be an outstanding practitioner with a proven ability to deliver excellent teaching.
- He or she will possess an appropriate degree and hold a PGCE or equivalent qualification.
- We are looking for someone who has the creative vision and dynamism to take the Food & Nutrition department forward at a time of significant development for the School - an individual also capable of articulating that vision to others. Above all, the successful candidate will demonstrate a strong commitment to academic excellence and possess the ability to inspire all students.
- The successful applicant will have an excellent understanding of current educational thinking and adopt a proactive and innovative approach towards future developments in the subject.

*Applicants should be committed to the safeguarding and promotion of the welfare of young people. They should demonstrate this commitment in every aspect of this post. All staff are required to adhere to and ensure compliance with the School's Safeguarding Policy at all times. You are required to report any safeguarding or child protection concerns to your line manager or the School's Designated Safeguarding Lead (DSL).*

To find out more about this role please contact Dina Porovic, Deputy Head (Teaching and Learning) at [d.porovic@rossall.org.uk](mailto:d.porovic@rossall.org.uk)

## BENEFITS OF SERVICE

In addition to providing a great place to work, we offer a generous remuneration package to colleagues which includes:

- Membership of the Teachers' Pension contributory pension scheme
- Free lunch and refreshments during term-time
- Free parking on site
- Longer holidays than the maintained sector
- Medical centre on site during term time
- Free use of the School swimming pool, gymnasium and sports facilities
- Extensive CPD opportunities and financial support for qualifications such as Masters etc
- Subsidised accommodation may be available on site if required. Many of the members of staff are accommodated on campus, in houses, flats and boarding houses.
- A generous discount on the School fees of employees' children attending the School (except the Nursery)

## APPLICATION PROCESS

To apply, please complete the application form available on the School website. Please ensure that your referees include your current or most recent employer.

Send your application, addressed to the Headmaster, Mr Jeremy Quartermain, with a covering letter to the Head of HR and Compliance, Mrs Stephanie Capstick.

### POST:

Mrs Stephanie Capstick  
Head of HR and Compliance  
Rossall School  
Broadway  
Fleetwood  
Lancashire  
FY7 8JW

### EMAIL:

[hr@rossall.org.uk](mailto:hr@rossall.org.uk)

### CLOSING DATE:

Noon on Thursday 20<sup>th</sup> February 2020

*Rossall School is committed to safeguarding and promoting the welfare of children.  
An enhanced Disclosure Barring Service clearance will be undertaken by the School.*



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