



# Lead Practitioner, Teaching and Learning/Maths

## Application Pack

The Dukeries Academy,  
New Ollerton, Nottinghamshire

Improving Education **Together.**

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New Ollerton, Nottinghamshire



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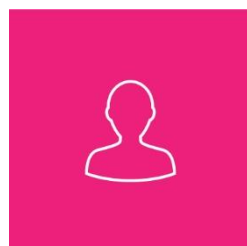
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Improving Education **Together.**



# 01. About Academy Transformation Trust

## We're on a mission

Our mission is to provide the very best education for all pupils and the highest level of support for our staff to ensure every pupil leaves our academies with everything they need to reach their full potential.

## These are the things we hold dear

### Transparency

As a charity founded on strong ethical practices, Academy Transformation Trust takes pride in being open, honest and crystal clear in everything we do.

### Innovation

We are constantly striving to do all we can to make education the best it possibly can be. We are brave in our actions and do everything we can to have a positive impact on whole child development.

### Collaboration

We believe the future of education relies upon effective collaboration between academies, and better collaboration between academies and their local communities.

### Ambition

We are determined to improve education nationwide by encouraging collaboration and giving academies everything they need to realise their full potential.

We believe every child matters and deserves a first class education.

Our team knows first-hand how to make education better for schools, pupils and their teachers.

For us, the future of UK education relies upon schools working closely together to share best practices, giving every child the best chance in life. We set up ATT to make this vision a reality.

As a not for profit trust, we work with our growing family of primary and secondary academies, and further education providers in the Midlands, East of England and South East.



## 02. The Dukeries Academy Information

The Dukeries Academy is part of the Academy Transformation Trust family of academies.

Rated as 'Good' by Ofsted in October 2016, at The Dukeries Academy, we provide a high quality environment to support learning and personal growth.

Our ambition is to stimulate success and academic achievement through a diverse curriculum coupled with an outstanding and nationally recognised reputation for student support and community involvement.

Our teaching methods will provide a firm foundation for our pupils learning, while giving them the opportunity to explore and to find out who they are and what they want to do. We are passionate about innovative teaching, whether through IT, varied teaching methods or community involvement. This is a world-class education.

Our aim is to broaden horizons by educating the whole person and providing the environment for families to learn and grow together. To support this we also offer an extensive range of further education courses.

To find out more, please visit [www.dukeries.attrust.org.uk](http://www.dukeries.attrust.org.uk).



**THE DUKERIES**  
ACADEMY

## 03. Job Description

### Lead Practitioner, Teaching and Learning/Maths Secondary Academy

#### Job Purpose:

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).

- To provide necessary data, analysis and reports for internal use and external stakeholders such as the Local Governing Body.
- To work collaboratively with the senior leadership team and assist the Principal and Governors in defining, developing and promoting the vision, aims, ethos and policies of the academy.
- Promoting high levels of achievement through inspirational leadership and creativity.
- To contribute to the self-evaluation of the academy and play a significant role in the academy improvement planning process taking account of the agreed priorities of the academy.
- Exemplify the application of agreed policies, priorities and expectations, so as to set a good example to other colleagues.
- Develop and enhance a culture of team work, in which views of members of the academy community are valued and taken into account.
- Undertake any reasonable professional duty delegated by the Principal.

#### Key responsibilities are:

##### ➤ **Support in leading the Maths Department**

- To support the Strategic Leader for maths to ensure improved outcomes for students across the full age range (16-19); including directing the work of those who hold specific responsibilities and holding them to account.
- Develop and lead initiatives and strategies that will result in a raised profile of the Maths department with parents, students and staff.
- Alongside the Strategic Leader for maths, ensure the Maths department is financially 'value for money'
- Develop the Maths department and promote and implement the policies of the academy.
- Alongside the Strategic Leader for maths, support with the production and implementation of the Maths Department Improvement Plan.

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- Alongside the Strategic Leader for maths, develop the curriculum, ensuring students are on the right pathways and staff are prepared for any national changes.
- Alongside the Strategic Leader for maths, ensure data is moderated and standardised so predictions and progress can be measured accurately.
- Lead the delivery of agreed areas of teaching and learning in the Maths department.
- Implement successful strategies to ensure students make effective transition and achieve their potential.
- To be involved in department reviews and take part in professional feedback meetings where confidentiality is paramount.
- In partnership with SLT, develop a vision and strategic view for the academy in ensuring numeracy and literacy is developed and cross curricular pathways are shared and delivered through all departments.
- To identify under-achievement and intervene, alongside department leads, to eradicate under-performance.
- To communicate effectively with parents and other agencies to provide appropriate support and opportunities for the Maths department.
- Alongside the Strategic Leader for maths, quality assure systems in the Maths department to ensure consistency and sharing of best practice.
- To co-ordinate the implementation of attendance strategies and procedures and monitor their impact to inform leadership and management. Work with the relevant external agencies to improve outcomes for students.

### ➤ **Intervention and Closing the Gap**

- Raise standards through effective data analysis and implementing strategies to close the gap of PP, SEND, more able students and other groups, as applicable.
- Secure academy improvement by ensuring that accessible, accurate and up to date knowledge of intervention developments are used and implemented to improve outcomes for students.
- To monitor the impact of interventions and devise systems and processes to inform a whole academy approach.
- To liaise with relevant agencies outside the academy including Nottinghamshire County Council, Academy Transformation Trust (ATT), other ATT academies and other local and national providers i.e. Redhill Teaching Alliance and PiXL.
- Alongside the Strategic Leader for maths, line manage Maths department teaching and support staff and ensure appropriate accountability is in place.
- To create and maintain systems and structures that allow student potential to be achieved.
- To provide opportunities that raise aspiration and develop skills that students require in a global market, taking in to account local employment opportunities i.e. alongside universities and other organisations

### ➤ **Specific Line Management**

- For a group of curriculum or pastoral areas to be agreed with the Principal.

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### ➤ Quality First Teacher

- Develop and lead initiatives and strategies that will result in an understanding of 'outstanding' quality first teaching.
- Develop quality first teaching and promote and implement the policies of the academy.
- Support with the production and implementation of the Teaching and Learning Improvement Plan.
- To use data to make decisions about teaching, the impact of support/CPD and its' development
- Lead the delivery of agreed areas of teaching and learning.
- Monitor the frequency, completion and quality of homework set across the academy.
- Lead the induction process on expectations about quality first teaching with new members of staff (as part of a programme)
- Be part of the team to decide what will have most impact on QFT during CPD sessions, deliver the appropriate areas and allocate support, as appropriate.
- To be involved in department reviews and take part in professional feedback meetings where confidentiality is paramount.
- In partnership with SLT, develop a vision and strategic view for the academy in ensuring quality first teaching is developed and cross curricular pathways are shared and delivered through all departments.
- To monitor the performance of NQT and ITT staff, complete assessments and ensure their induction process is in line with national expectations
- To communicate effectively with parents and other agencies to provide appropriate support, as appropriate
- To quality assure systems in quality first teaching, alongside your line manager, to ensure consistency and sharing of best practice.
- To ensure the assessment policy is followed and feedback to students impacts positively on progress

### ➤ To Lead on Marketing and Promotion of the Academy

- To promote the academy using publicity and be innovative in approaches to ensure public perception is positive

### Key Areas are:

#### ➤ Leadership and management

- To be a member of the Leadership Team and put into practice decisions made at Senior Leadership Team meetings.
- Support the Principal and staff in the review, implementation, development and monitoring of whole academy policies which promote the Academy's values, aims and objectives.
- Lead, model, develop and monitor the Academy's teaching and learning strategies and other Academy initiatives including advice to, and support of individual teachers in conjunction with the Principal.
- Coach and develop staff to maximise impact on effective teaching and learning through the selection and delivery of appropriate INSET.

## 03. Job Description

- In conjunction with the Principal implement strategies to promote high standards of behaviour.
- Share responsibility for the analysis of key Academy performance data, to ensure priorities are appropriate and improvement in standards promoted.

### ➤ **Leading Teaching and Learning**

- To lead by example as a teacher and as a manager achieving high standards of pupil attainment, behaviour and motivation through effective teaching.
- To lead aspects of learning and be responsible for, and lead designated areas of the curriculum.
- Develop a team culture which promotes collaboration, sharing of professional values, knowledge and understanding, celebration of achievements and a team responsibility for outcomes.
- Alongside the Teaching and Learning coach, work across departments to develop the quality of teaching to ensure all teaching is good or better.
- Monitor and evaluate outcomes achieved from classroom practice and support the target setting process.

### ➤ **Leading Continuing Professional Development**

- To be a reflective practitioner, evaluating and improving own practice in order to take teaching and learning forward.
- In conjunction with the line manager, take responsibility for personal professional development, keeping up-to-date with research and developments in teaching pedagogy and changes in the curriculum, which should lead to improvements in teaching and learning.
- To participate in the performance management process; to support the Principal and perform the role of Team Leader in the implementation of the Performance Management policy.
- To lead staff in professional development activities and evaluate the outcomes.
- To take full advantage of any relevant training and development available and undertake any necessary professional development as identified in the Academy Improvement Plan and the performance management process.
- To contribute to academy development by sharing professional learning, expertise and skills with others in the team.
- Contribute to the development of teachers and teaching assistants.
- Work with students and newly qualified teachers where appropriate, to offer mentoring, induction and support.

### ➤ **Administration**

- To participate in a variety of administration and organisational duties to assist the Principal in developing an effective Academy.

### ➤ **Health and Safety**

- To comply with procedures on all matters concerning health, safety and welfare in accordance with the Academy Transformation Trust's policies and procedures.
- To take responsibility for personal health, safety and welfare and that of others who may be affected by your actions or inactions.



### ➤ **Additional**

- To assist with extracurricular activities.
- To conduct assemblies on a regular basis.
- Promote and model excellent relationships with parents, which are based on strong partnerships, to support and improve pupils' achievement, involving parents as true partners in the education of their children.
- To take an active part in the development of links with parents and to participate and be involved in academy/parent meetings and associations.

### ➤ **Academy Ethos**

- 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.
- Support the Academy in meeting its responsibilities for assemblies.
- Promote actively the Academy's corporate policies.
- Comply with the Academy's health and safety policy and undertake risk assessments as appropriate.

# 04. Person Specification

## Lead Practitioner, Teaching and Learning/Maths Secondary Academy



	Essential	Desirable
<b>Education, Training &amp; Experience</b>	<ul style="list-style-type: none"> <li>• DfE recognised Qualified Teacher Status</li> <li>• Experienced in ensuring excellent outcomes for young people at GCSE and A level</li> <li>• Teaching has been judged to be typically 'good' or better</li> <li>• Successful educational leadership experience of staff and the curriculum</li> <li>• Previous evidence of strategic planning with evidence of impact.</li> <li>• Proven experience in leadership, management and teaching.</li> <li>• Evidence of effective behaviour management to develop a positive ethos and maximise progress and achievement</li> </ul>	<ul style="list-style-type: none"> <li>• Good honours degree</li> <li>• Evidence of CPD training courses relevant to the position.</li> <li>• Middle Leadership CPD</li> <li>• An understanding of the needs of a rapidly changing academy.</li> <li>• Experience in liaising with other schools/agencies to develop partnerships.</li> <li>• Experience of leading a Maths department and wider opportunities and intervention at a whole academy level</li> <li>• Ability to build and maintain effective quality assurance partnerships.</li> </ul>
<b>Skills / Aptitudes</b>	<ul style="list-style-type: none"> <li>• Can lead, motivate, enthuse and inspire staff and students.</li> <li>• Proven track record in improving the quality of teaching and uses resources effectively</li> <li>• Can plan, organise and delegate effectively.</li> <li>• Ability to raise aspirations across the academy.</li> <li>• Use of data and information to effect improvement.</li> <li>• Clear evidence of building an effective team.</li> <li>• Ability to work with all staff as a team member and demonstrate excellent communication skills to a wide range of people (including parents and other external stakeholders)</li> </ul>	<ul style="list-style-type: none"> <li>• To have a full working knowledge of SIMS/SISRA.</li> <li>• Knowledge of financial management and planning and prioritise objectives within budget.</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• The personal stature, charisma and presence to act as an example and source of leadership to both the teaching team and to students, and to engage positively with parents and external agencies.</li> <li>• Ability to challenge expectations, approaches and performance in a positive manner (staff and students).</li> <li>• Strength of character to be approachable and caring, to listen, take advice, review and balance issues, and to communicate and inspire appropriate action and confidence.</li> <li>• Ability to take difficult decisions and convey outcomes fairly and sensitively.</li> </ul>	



## 05. How to apply

The Dukeries Academy,  
New Ollerton, Nottinghamshire

### Salary:

Leadership Scale: L3 – L6  
£41,989 to £45,213 per annum

Employee Benefit: Onsite accommodation – 3 bedroom detached house at reduced rate

### Closing date:

Friday 28 June 2019, 10.00am

### Interviews:

To be confirmed

### Start Date:

01 September 2019 / 01 January 2020

### Visits to the school:

For further information about the role and the academy, or if applicants wish to visit prior to completing their application, please call the academy on 01623 860545.

### Applying

Please apply by visiting  
[www.academytransformationtrust.co.uk/vacancies](http://www.academytransformationtrust.co.uk/vacancies)

# Forward as one. Improving Education Together.

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