

# Consilium Academies Recruitment Pack

Head of Languages

Moorside High School





## Welcome from the Headteacher

Welcome to Moorside High School,

As Headteacher it gives me great pleasure to welcome you to our school and want to start by thanking you for exploring a job opportunity with us.

Moorside High School is a proud member of Consilium Academies, a family of eight schools throughout the North of England. As part of this family, we work collaboratively with a focus on **Enriching Lives** and **Inspiring Ambitions** of all children who attend our schools.

Children are at the heart of every aspect of our work at Moorside High School. We have a clear moral purpose and strong educational philosophy to provide each student with the very best education and ensure that, no matter what their background is, students leave us with the skills and support they need to thrive in life beyond school.

Our school is located on the state-of-the-art Moorside Campus, where we embrace the latest technologies, facilities, and equipment to provide a platform for students to prosper.

Together our staff and students have established a core purpose, supported by core values, which are demonstrated in everything we do at Moorside High School.

### Core Purpose

*To ensure every student leaves us ready for their next successful chapter, with students attending university or starting a fulfilling career.*

We **enrich lives** and **inspire ambitions** to ensure students thrive in the world around us.

At Moorside High School we believe in the core values of:

<b>C</b>	Consideration	Considerate about ourselves, others, and our community
<b>A</b>	Aspiration	Aspire to be the very best in all that we do
<b>R</b>	Resilience	Work hard and never give up, seek help and help others
<b>E</b>	Equality	Value diversity and tackle discrimination

To be transparent from the outset you will be appointed to our team through demonstrating the values above and through detailing how you can contribute to our core purpose. As a leader I value alignment significantly and will ensure you have access to further training and development where needed.

We continue to change at a great pace and I want to state very clearly that my ambition is for Moorside High School to become a leading education establishment, not just in the local area but further afield too. ***I hope you find this future as exciting as I do!***

Mr C R Davis

BA Hons - NPQH

#EnrichingLives

#InspiringAmbitions

#C.A.R.E

#ProudToBeConsilium

#TEAMMoorside

## About the Trust

### The Consilium Mission

**'Consilium Academies will provide an inclusive partnership within our Trust and with our communities, where lives are enriched by providing care, experience and opportunity, and where every student benefits from the same opportunities to succeed'**

Consilium Academies Trust is a Multi Academy Trust of 8 schools based across 3 hubs in Salford, South Yorkshire and the North East of England.

Consilium Academies believes in inclusivity, both in the schools and communities we serve. We are committed to working with our academies to ensure that our ethos is realised on a daily basis. The lives of our young people should be enriched by care, experience and opportunity. This is achieved by;

- helping children and young people to succeed to their potential academically, socially and emotionally;
- instilling a passion for lifelong love of learning and continued improvement so that our academies, staff and students can grasp their aspirations and ambitions;
- creating a family of academies that are inclusive and embrace diversity, where all members of the community feel supported, inspired and empowered to succeed;
- ensuring that all stakeholders are seen as partners in our work within the communities we serve.

The Trust operates a small central team led by our CEO, David Clayton. The team provide direct services to our schools as well as Trust level accountability, leadership and management. We operate a strong partnership model and our partner schools are instrumental in the continual growth and development of the trust.

We are aligning systems and processes throughout our school partnership and the input from our schools alongside the central team is therefore vital. The Trust works with its schools and academies in a supportive way that does not detract from the individual identity of a school.

### **WE ARE PROUD TO OFFER THE FOLLOWING STAFF BENEFITS TO OUR EMPLOYEES:**

- Pension with the Local Government Pension Scheme and Teachers Pension Scheme
- 33 days annual leave plus bank holidays for all support staff (pro-rated for part time employees)
- 36 hour working week for all full time support staff
- Automatic pay progression for all staff in line with their current grading structure
- Enhanced contractual sick pay in line with the Burgundy Book and Green Book
- Employee Assistance Program with access to counselling and CBT 24 hours a day 7 days a week
- Access to an Occupational Health Provider
- Free membership to Perkbox with hundreds of exclusive perks and discounts available online and in store at many shops, gyms and restaurants
- Providing excellent CPD working alongside external experts such as "Ambition"
- Providing free parking on site for all staff
- We have many new build state of the art campuses
- We are a family of academies that are inclusive and embrace diversity
- Fleet Solutions Car Lease Scheme

**About the Role**  
**Head of Languages**  
**Moorside High School**  
**Start date: September 2021**  
**Grade: MPS/UPS + TLR2c (£7,017)**

Are you passionate about Languages and determined to make a real difference? We are looking to appoint an inspirational, dynamic and enthusiastic individual to join us.

We are looking for an outstanding teacher who is ambitious to lead our Languages department at Moorside High School. Candidates will have the drive and motivation to continually improve the department, whilst understanding the importance of developing a positive culture.

**You will need to:**

- Be ambitious in your determination to ensure all our learners achieve and develop their full potential
- Be inspirational in the classroom
- Be able to provide engaging and creative learning experiences for all pupils
- Be committed to assisting pupils in overcoming barriers to learning
- Have high expectations and a commitment to the wider school

If you feel you share our values, have the vision and drive for excellence and want to be part of an enthusiastic, dedicated and well-resourced team, committed to ensuring that students fulfil their potential, then we would like to hear from you.

**The closing date for applications is 9am on Monday 1<sup>st</sup> March 2021.**

**Interview dates to be confirmed.**

To apply please complete the online application form through TES or download the attached application form. We ask that all application forms are sent to [Joanna.dwyer@moorsidehigh.com](mailto:Joanna.dwyer@moorsidehigh.com)

For any questions regarding this role please contact Joanna Dwyer at [Joanna.dwyer@moorsidehigh.com](mailto:Joanna.dwyer@moorsidehigh.com)

*Consilium Academies and Moorside High School are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointments are made subject to an Enhanced DBS Check.*

*The trust is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.*

## Job Description

Job Title:	Head of Languages
Reports to:	Headteacher/Senior Leader
Based at:	Moorside High School
Grade:	MPS/UPS + TLR2c

### Main purpose of the Role

- To lead and manage the implementation of the Languages curriculum that leads to excellent outcomes.
- Leadership and management of all aspects of the Languages Department, linking with other subjects where possible.
- Implementation of the Languages curriculum and related projects.
- Achievement of consistently outstanding teaching, learning and assessment in Languages.
- Achievement of outstanding pupil progress and attainment in Languages.
- To deliver a curriculum to students according to their educational needs, including the setting and marking of work.
- To assist and support student academic progress and emotional development.
- To work with colleagues as appropriate to raise standards of achievement and attainment.
- To lead the development of the Languages Department.

### Core Responsibilities & Tasks

#### Main Duties

- To maintain the highest professional standards as set out in the Teachers' Standards document.
- To teach students according to their educational needs, including the setting and marking of work to be carried out by students in school and elsewhere.
- To be accountable for leading, managing and developing the curriculum area.
- To review, develop and refine schemes of work and encouraging links with other subjects where appropriate.
- To assess records and reports on the attendance, progress, development and attainment of students, and produce such records as are required.
- To monitor progress against the targets and ensuring appropriate action plans are in place where issues are identified.
- To provide and/or contribute to oral and written assessments, reports and references relating to individual students and groups of students.
- To ensure that science subject specialism are reflected in the teaching and learning experience of students.
- To use a variety of delivery methods, which will stimulate learning appropriate to student needs and demands of the syllabus.
- To provide a positive, conducive and safe learning environment, encouraging high standards in punctuality, presentation or work and relationships.
- To set high expectations for students' behaviour and maintain a good standard of discipline through well focussed teaching, fostering positive relationships and implementing the schools Behaviour for Learning Policy.
- To set appropriate work for use by supply or substitute staff in the event of staff absence.

#### Operational/Strategic Planning

- To assist in the development of appropriate syllabus, resources, schemes of work, marking policies and teaching strategies.
- To contribute to the department's development plan and its implementation.

- To plan and prepare courses and lessons.
- To be responsible for continuously improving the quality of teaching and learning within the department.

### Staffing

- To take part in the school staff development programmes, by participating in arranged training for professional development.
- To continue personal development in the relevant areas, including subject knowledge and teaching methods.
- To ensure the effective and efficient deployment of classroom support.
- To hold staff accountable for their teaching and outcomes.
- To work as a member of a designated team and to contribute positively to effective working relationships within the school.

### Quality Assurance

- To help implement school quality procedures and to adhere to those.
- To contribute to the process of monitoring and evaluation within the department area in line with agreed school procedures; including evaluation against quality standards and performance criteria. To seek, implement modification and improve where required.
- To monitor and evaluate the teaching in the department, take the initiative in identifying strategies to support consistency of practice and be a lead practitioner in the team.
- To review from time to time methods of teaching and programmes of work.
- 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 school.

### Management Information

- To maintain appropriate records and to provide relevant accurate and up-to-date information to SIMS – registers, behaviour log etc.
- To complete the relevant documentation to assist in the tracking of students.
- To track student progress and use information to inform teaching and learning.

### Communication and Liaison

- To communicate effectively with the parents/guardians of students as appropriate.
- Where appropriate, to communicate and cooperate with persons or bodies outside the school.
- To follow agreed policies for communication in the school
- To take part in parents' evenings
- To work closely with the SENCO to ensure appropriate subject targets are set, and to match curricular materials and approaches to pupil needs.
- To contribute to the development of effective subject links with external agencies.

### Management of Resources

- To contribute to the process of the ordering and allocation of equipment and materials.
- To lead the department to identify resource needs, and to contribute to the efficient/effective use of physical resources.
- To cooperate with other staff to ensure a sharing and effective usage of resources to the benefit of departments and students.

### Pastoral System

- To be a Form Tutor to an assigned group of students.
- To promote the general progress and wellbeing of individual students.
- To liaise with the Pastoral Team/Head of Year to ensure the implementation of the school's pastoral system.
- To register students, accompany them to assemblies, encourage their full attendance at all lessons, and their participation in other aspects of school 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 of issues/concerns/problems concerning students and to make recommendations as to how these may be resolved.
- To communicate as appropriate, with the parents/guardians of students, and with persons/bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff.
- To contribute to PSHE and citizenship, and enterprise according to school policy.
- To apply the Behaviour for Learning Policy so that effective learning can take place.

- To ensure that appropriate safeguarding procedures are in place and applied.

#### School Ethos

- To play a full part in the life of the school community, to support its distinctive vision and ethos and to encourage and ensure staff and students to follow this example.
- To promote actively the school's corporate policies.

#### Corporate Responsibilities

- The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
- To pursue and promote the achievement and integration of diversity and equality of opportunity throughout the Trust's activities.
- The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
- To plan, monitor and review health and safety within areas of personal control.
- To participate in the Trust's Professional Development Review process and engage in continuous professional development and networking to ensure that professional skills and knowledge are up to date.
- To maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents and colleagues.

#### Additional Notes

- The job purpose and key statements remain indicative and by no means exclusive. Given the evolving needs of the Trust, flexibility among staff is very important. All staff may be required to undertake other such reasonable duties as may be required from time to time in line with the grade of their post.
- An Enhanced DBS Check will be requested on successful application to a position at the Trust or Academy.
- The Trust operate a no smoking policy.

### Person Specification

	Essential	Desirable
<b>Qualifications</b>		
Qualified Teacher Status; degree level or higher	✓	
Ongoing CPD such as middle leader/senior leader course		✓
<b>Experience &amp; Skills</b>		
Management experience in a similar role	✓	
Experience of having designed, implemented and evaluated effective, imaginative and stimulating schemes of work and project-based learning activities	✓	

A willingness to participate fully as part of a faculty team, being an effective team member and leader who demonstrates resilience, motivation and commitment to drive up standards of achievement		✓
Ability to lead on assessment, evaluation and attainment of all pupils. Understands and interprets complex pupil data to drive lesson planning	✓	
A good working knowledge of teaching and learning reflected in own practice, including experience of raising attainment.	✓	
Previous experience in a school environment with an appreciation for a distinctive and creative offering	✓	
Able to set and deliver high expectations for accountability and consistency and embed a culture of learning amongst staff and pupils that creates an ambitious, purposeful and highly motivating environment	✓	
Excellent classroom practitioner who models, mentors and monitors workplace behaviour	✓	
A commitment to student support and guidance.	✓	
A knowledge of and enthusiasm for your subject; the desire and ability to convey this to the students of the school.	✓	
Permitted to work in the UK	✓	
A firm commitment to comprehensive education, with a willingness to teach more than one subject across all abilities.	✓	
Evidence of teaching at an outstanding level along with the ability to reflect on lessons and continually improve own practice	✓	