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| **Teacher of Maths**  ***Teacher Main/Upper Scale + £3000 Recruitment and retention package***  ***TLR 2a available for the right candidate***  Hazel Wood High School  Application Pack  CONTENTS   |  |  |  | | --- | --- | --- | | A | Job Advert / Summary | 2 | | B | Welcome Letters from the CEO and Headteacher | 3-4 | | C | About Hazel Wood High School | 5-6 | | D | Job Description | 7-8 | | E | Person Specification | 9 | |



**JOB ADVERT/SUMMARY**

**Teacher of Maths**

Dates: Apply as soon as possible or by the final deadline of 12 noon, 6th February 2020

Salary: Teacher Main/Upper Scale + £3000 Recruitment and retention package - TLR 2a available for the right candidate

Start date: As soon as possible or September 2020

Contract type: Full-time (Part time considered to meet the needs of the school).

Suitable for experienced teachers, Current Trainees, NQTs, RQTs,

Contract term: Permanent

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**Hazel Wood High wishes to appoint a well-qualified, hardworking and enthusiastic Assistant Director of Maths, capable of making a strong contribution to our rapidly improving school. We are passionate about delivering a high quality and engaging Maths curriculum and this is a great opportunity to join a dedicated and hardworking department where you will be supported to develop your practice. We see this position as a key role in leading this faculty forward and as an aspirational step towards school leadership. This post is offered with a significant TLR and a recruitment and retention package.**

We believe that Hazel Wood High is a great place to work. This post offers you the opportunity to work in/with:

* A school with a strong will and determination to continue to improve
* A school that has high expectations of all who work here
* A school that places teaching and learning at the heart of school improvement
* A school that is driven by strong values, invests in its staff and students and has a high
* regard for their welfare
* A supportive and cooperative teaching staff who are committed to their roles
* A school that works effectively with all stakeholders
* A caring school where you can make a real difference to the lives of young people

You will be part of an excellent team and will be given extensive support to develop to your full potential both in this role and beyond.

Employees of Hazel Wood High have a responsibility for, and must be committed to, safeguarding and promoting the welfare of children and young people and for ensuring that they are protected from harm.

Appointment is subject to a satisfactory enhanced disclosure from the Criminal Records Bureau and references.

Applicants are asked to complete the application form and write a letter, which responds to the person specification, which tells us about your experience and skills relevant to the post and stating why they feel they would be suitable for the position; this must include how candidates meet all essential aspects of the person specification.

Please do not send CV’s. Completed applications and supporting letters should be returned by email to the HR department at [recruitment@oaklp.co.uk](mailto:recruitment@oaklp.co.uk). We would welcome applications as soon as possible, the final deadline is February 6th 2020 at 12 noon , however applications that arrive earlier than this date will be considered as and when we receive them.



Letter of welcome from Elaine Parkinson CEO, Executive Headteacher and NLE

Dear Applicant,

Thank you for your interest in a teaching post at Hazel Wood High. I would like to give you some information about the school and the Oak Learning Partnership.

Hazel Wood High (previously Broad Oak Sports College) was placed in a category last year and has recently had an Ofsted monitoring visit, which found that leaders and managers are taking effective action towards the removal of special measures. We are very proud of the progress the school has made and see this post as pivotal in succeeding on the next stage of our journey. We are looking for a colleague who will share our passion to provide the very best education and care for our wonderful pupils.

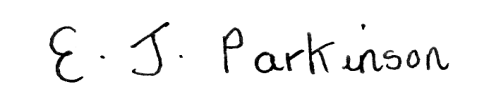
As a result of the Ofsted inspection last year the school was designated to be a sponsored school as part of an academy. The decision was made for Hazel Wood High to join the Oak Learning Partnership. The trust formed on 1st April and includes three schools: Elms Bank (a secondary special school), Unsworth Primary School and Hazel Wood. We resolutely believe that we are stronger together and that each school within the MAT has individual strengths and we celebrate the diverse and unique qualities of each particular school. I am very proud that the trust has been chosen to sponsor Hazel Wood High and know with the dedicated teams we have across all three schools we will as a partnership make the difference needed at Hazel Wood.

The Oak Learning Partnership has firm values focused on inclusion and giving every pupil the opportunity to make the very best progress. We recognise that some pupils will have additional challenges and it is our firm belief that as professionals we should work with all young people to ensure that they receive the very best education in order to live happy and successful lives once they leave school. We are looking for a member of staff who wants to make a difference and a professional who will go above and beyond to ensure that this happens. In return you will work with a dedicated staff team both within the school and also in the wider trust. You will also be able to contribute to developments beyond Hazel Wood High and take advantage of working within a trust, which is also part of a teaching school.

If you want to join us and know you can make an impact on our pupils, we would welcome your application. We welcome you visiting Hazel Wood High and if you wish to do so please contact Mr Paul Greenhalgh, Headteacher at the school.

I wish you every success with your application.

Best Wishes



Elaine Parkinson

Executive Headteacher and CEO of the Oak Learning Partnership.

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Letter of welcome from Paul Greenhalgh – Headteacher

Dear Applicant,

I am the Headteacher of Hazel Wood High School and during my time here, I have overseen a necessary period of considerable change since becoming a part of a Multi-Academy Trust in April 2019.

The school has a good reputation for being a caring and inclusive school, and is highly regarded by its local community. We have high expectations of our staff and a great emphasis on pupil care, which includes a particular focus on outstanding quality teaching and learning, with the aim of achieving excellent outcomes for all students.

Every student is challenged to achieve outcomes in line with the top 20% of students nationally who have the same starting points and we are determined not to settle for mediocrity. We believe that all our students deserve the very best education that we can provide.

Our teaching staff aspire to raise the standards and quality of teaching and learning, this is encouraged through inspiring and supporting colleagues and ensuring that best practice is shared and embedded. Our staff are all committed to continually improving their practice to ensure that the provision is achieving the very best outcomes.

Through high expectations around behaviour and learning, actively applied in the classroom we believe facilitates the student’s ability to understand and utilise these lessons in everyday life.

The cumulative impact of all this work was recognised at our recent Ofsted Monitoring visit. Attainment and progress indicators at Key Stage 4 are improving; student numbers are healthy across all year groups, attendance levels have dramatically improved and exclusions are falling. After some significant restructuring we are as financially secure as anyone can be at the present time.

As a part of the Oak Learning Partnership we are proud of what we have achieved so far and excited by the continuous improvements and changes here at Hazel Wood High. This appointment will form a key element in the next phase of our transformation. If you would like to join our excellent team then we would like to hear more about you.

Visits to the school prior to application are both welcomed and encouraged. Please contact the school on 0161 797 6543 or by e-mailing me directly [p.greenhalgh@hazelwoodhigh.co.uk](mailto:p.greenhalgh@hazelwoodhigh.co.uk) to arrange an appointment.

I hope that when you have read the information enclosed that you will be encouraged to apply for the post. We look forward to receiving your application.

Paul Greenhalgh

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Our Vision

**Fostering a sense of pride and community and providing**

**opportunity for all to excel.**

Our Values

**RESPECT**

To be a role model to others and demonstrate positive interactions with all

To use good manners, treating others how we wish to be treated

To engage with others and to be considerate and kind

To be prepared and organised

To listen to others

**RESPONSIBIITY**

To provide consistency of procedures, policies and professional behaviours

To ensure the safety and wellbeing of all at Hazel Wood High School

To engage, enthuse and inspire our learners thorough the whole school Journey

To be inclusive by understanding the whole child and their needs

To promote the ethos of the school within the wider community

**ASPIRATION**

To demonstrate a ‘can do’ attitude

See every challenge as an opportunity to shine

To work with integrity in order to be a good role model

To reflect on our practice and seek to improve as a life-long learner

To create a safe environment so that we are not afraid to try

**About Hazel Wood High School.**

Hazel Wood High School opened on the 2nd September 2019 as a sponsored Academy as part of Oak Learning Partnership, the school was formerly known as Broad Oak Sports College. Our new school launched following significant improvement works and it is a school we are very proud of.

Hazel Wood High School is a smaller than average secondary school with 650 students currently on roll and standard intake number of 650 that we hope to grow to 720 by the end of the Academic Year 2022. Pupil numbers are rising and our current Year 7 is above capacity and is oversubscribed.

Hazel Wood High School retains its position at the heart of its local community and many families have sent all of their children to the school which contributes to the strong relationships we have with our parent body. We have good relationships with our local primary partners and take our students from over 22 different primary schools.

We currently have 38 teaching staff all of which are specialists in their teaching areas ably supported by 26 members of support staff. Staff are committed not only to providing a safe and stimulating classroom and learning environment but also to providing opportunities that enrich the lives of our students.

We place great emphasis on an engaging curriculum and we are very proud of our unique Year 7 transition model that aims to ensure a smooth, positive and exciting experience throughout the transition year both academically and pastorally.

Our central values of Respect, Responsibility and Aspiration permeate everything we do and we would encourage you to come into school to have a look around and talk with our staff at any time.

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JOB DESCRIPTION

**Responsible to:** Head of Mathematics

Assistant Headteacher

Ultimately, the Headteacher

Reporting in the first instance to the Head of Mathematics, the post will involve teaching Mathematics to pupils across the age and ability range.

# General Responsibilities

1. To implement the aims and objectives of the school.

2. To undertake such duties and administrative tasks as may be reasonably directed by the Headteacher.

3. To participate in, and contribute to, appropriate CPD provided by the school and the Trust.

4. To assume a reasonable proportion of the corporate responsibility for the behaviour, supervision and safety of pupils whilst on school premises and/or on official out-of-school activities. In particular, to carry out a share of supervisory duties in accordance with published rosters.

5. To contribute to broader aspects of school life as opportunity and situations make relevant.

6. To participate in appropriate meetings with colleagues and parents as relative to the above duties.

# Principle Responsibilities

1. To plan and prepare lessons in accordance with Departmental schemes of work.

2. To teach Mathematics to appropriate levels through KS3 to GCSE level, to set homework, and mark work arising therefrom.

3. To maintain high standards of pupil behaviour and good order in the classroom and around the school, and to pursue appropriate action when pupils fail to respond.

4. To contribute to the planning, preparation, delivery and recording of the curriculum in Mathematics, reflecting the department’s commitment to effective teaching and learning.

5. To make assessments and to complete pupil records, reports, profiles, etc according to school and departmental policy.

6. To attend Parents’ Evenings and other meetings relevant to the role, as required.

7. To take part, when relevant, in external requirements for the preparation of pupils for public examination, e.g. assessment and recording of work, supervision of examinations or related systems of assessment.

8. To contribute to the setting of internal examinations, their supervision, marking and reporting, according to school policy.

9. To contribute to the general work and development of the department’s and/or relevant cross curricular areas, to implement policies and undertake tasks arising from these.

10. To take responsibility for teaching and other rooms used, including their good organisation and management (e.g. display, stock equipment) and to be responsible for the care of the classroom by pupils adhering to departmental policy and Health and Safety considerations.

11. To take responsibility for the safe and efficient management of teaching rooms and storage space with particular regard for health and safety.

12. To ensure that all aspects of the safety of pupils, staff and equipment are adequately communicated to the appropriate parties and are adequately monitored for implementation as they concern the work of the department.

13. To act as form tutor with the associated responsibilities of such a post – as directed by the Headteacher.

14. To undertake a share of general supervisory duties at break, before and after school in accordance with the duty rota.

15. To play a significant part in organising and running extra-curricular activities

**Other Duties and Responsibilities**  
  
Any other duties that the Head Teacher may from time to time ask the post holder to perform.

*Additional Notes: The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.  In allocating time to the performance of duties and responsibilities, the post holder must use Directed Time in accordance with the school’s published Time Budget Policy and have regard to clause 4(1) (f) of a Teacher’s Conditions of Employment.*

**THIS SCHOOL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN AND YOUNG PEOPLE AND EXPECTS STAFF TO SHARE THIS COMMITMENT.**

**PERSON SPECIFICATION**

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|  |  | Essential/Desirable | Measured by:  1. Application & letter 2. Exercise/Presentation 3. Interview 4. References |
| Qualification | * Degree-level qualification or comparable learning experience and/or relevant professional qualification. * Qualified teacher status. | E  E | a)  a) |
| Experience | * Excellent classroom practitioner who is passionate about teaching. * Recent and relevant experience of working successfully within a school or LA. * Some experience of supporting and developing staff. * Evidence of improved student outcomes. | D  D  D  E | a) c) d)  a) c) d) |
| Skills and Abilities | * Ability to work collaboratively within a school. * High level people skills including communication, interpersonal and intrapersonal skills * Ability to work under own initiative, to identify work priorities and manage own work to meet targets and deadlines. * Ability to establish positive beneficial relationships with staff & students. * Ability to monitor and evaluate student achievement and report results. | E  E  E  E  E | a) c)  a) b) c) d)  a) c) d)  a) c) d)  a) b) c) d) |
| Attributes | Must be:   * Honest and open * Receptive to change * Creative, reflective and analytical * Aware of the importance of work/life balance * Have a sense of humour. * Go the ‘extra mile’ | E  E  E  E  E | b) d)  a) c) d)  a) b) c)  c)  c)  a) c) d) |
| Specific Requirement | Must be able to show evidence of a strong commitment to:   * Knowledge and understanding of the National Curriculum requirements at KS3 and GCSE requirements at KS4. * Clear understanding and commitment to equalities, inclusion and access issues * Genuine commitment to young person participation in evaluation and decision-making * Safeguarding of children and young people. | E  E  E  E | c)  c)  c)  a) c) |