

# Applicant Pack

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To be read in conjunction with our 'Join our staff' brochure



Outstanding Achievement for All

## Job Advert



**Westfield School**  
Chorus Education Trust

Westfield School, an 11-16 comprehensive secondary with c1200 students, is an improving and inclusive school.

Westfield School joined Chorus Education Trust in 2018 and welcomed a new Headteacher, who has been working with staff to raise aspirations and provide the very best teaching for students. Within two years the school has become oversubscribed for places in Year 7.

Formerly a sports college, the school sits in generous grounds in the south-east of Sheffield not far from the M1 motorway. The modern building has the full range of educational resources, as well as a gym and indoor pool (available free to staff).

Westfield School is part of Chorus Education Trust, and as such all appointees may be required to work at any Trust site in the future.

You can view the school website at: [www.westfield-chorustrust.org](http://www.westfield-chorustrust.org)

### **Temporary Teacher of PE, Dance & Expressive Arts**

**Required: Easter 2023**

**Full Time Maternity Cover**

**(Up to 12 Months or return of post holder)**

#### **The role**

Westfield School is seeking to appoint a **Temporary Teacher of PE, Dance & Expressive Arts**. We are happy to receive applications from teachers with varying degrees of experience – from NQTs through to seasoned educators. **This role is full time Maternity Cover from Easter however we are keen to facilitate time for a handover and would support a start date in February at 0.8 FTE to allow this.**

We are seeking someone who is passionate about engaging all our students in these subjects, committed to delivering well planned and inspirational lessons to help our students make excellent progress.

#### **The successful candidate will:**

- Be a creative, motivational and effective classroom practitioner
- Be able to inspire, challenge and motivate young people
- Be reflective and analytical about their own classroom practice
- Be confident delivering PE lessons at KS3 and KS4
- Be confident delivering BTEC dance
- Be confident delivering Expressive Arts (art, music, drama, dance) lessons at KS3

## How to apply

The full application pack is available from [www.chorustrust.org/vacancies](http://www.chorustrust.org/vacancies) and completed Chorus Trust application forms are to be sent to Trish Hughes (HR Administrator) at: [recruitment@westfield.chorustrust.org](mailto:recruitment@westfield.chorustrust.org)

Please note that CVs and Sheffield City Council/Derbyshire County Council application forms will not be accepted.

Deadline for applications: **midnight on 07 December 2022**

Applicants may visit the school in advance of application. This can be arranged by contacting Julie Wilson, PA to the Head of School on 0114 248 5221 or email: [jwilson@chorustrust.org](mailto:jwilson@chorustrust.org)

At Chorus Trust we are committed to the Safeguarding of all our pupils, please visit our website to access our Safeguarding & Child Protection policy <https://www.chorustrust.org/policies>

*The successful candidate will be required to complete a Disclosure & Barring check in line with the Rehabilitation of Offenders Act (ROA) 1974 (Exceptions) Order 1975 and the Police Act Regulations.*

## Job Description: summary

<b>Post title:</b>	<b>Temporary Teacher of PE &amp; Expressive Arts</b>
<b>Group:</b>	M1 – UPS3
<b>Salary point range:</b>	M1 – M6 & UPS1 – UPS3
<b>Reporting to:</b>	Head of Department, Senior Leadership Team & Head of School
<b>Line Manager of post holder (if different):</b>	Head of Department
<b>Post holder will work with:</b>	All Teaching and Support staff within the School and across the Trust.
<b>Holiday and sickness relief:</b>	By and for other teaching colleagues.
<b>Purpose of job:</b>	To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and ensure delivery of high quality teaching and learning for which the teacher is accountable.
	This post may work across the Trust schools.
<b>Version revised:</b>	April 2020

## Job Description: duties

The post holder must at all times carry out his/her responsibilities within the spirit of the School and Trust policies and within the framework of legislation relating to Academies and Education, with particular regard to the statutory responsibilities of the Trust and the Governing Body of the School.

The job description should be read alongside the range of professional duties of teachers as set out the Teachers' Pay and Conditions Document. The post-holder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code of the Department for Education.

The specific duties and responsibilities include but are not limited to:

### Teaching

- Plan and teach lessons to the classes they are assigned to teach within the context of the school's plans, curriculum and schemes of work.
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils.
- Participate in arrangements for preparing pupils for external examinations.

### Whole school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures in such a way as to support the school's values and vision.
- Work with others on curriculum and/or pupil development to secure co-ordinated outcomes.
- Subject to paragraph 52.7 of the STPCD, supervise and so far as practicable teach any pupils where the person timetabled to take the class is not available to do so.

### Health, safety and discipline

- Promote the safety and well-being of pupils.
- Maintain good order and discipline among pupils.

### Management of staff and resources

- Direct and supervise support staff assigned to them and, where appropriate, other teachers.
- Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff.
- Deploy resources delegated to them.

## Professional development

- Participate in arrangements for the appraisal and review of their own performance and, where appropriate, that of other teachers and support staff.
- Participate in arrangements for their own further training and professional development and, where appropriate, that of other teachers and support staff including induction.

## Communication

- Communicate with pupils, parents and carers.

## Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school.

## Support for the Trust / School (applies to all roles)

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Work in a flexible way to respond to the needs of the Trust and to fulfil other duties and responsibilities appropriate to the grade and role as and when required.
- Be aware of and support difference and ensure equal opportunities for all.
- Appreciate and support the role of other professionals.
- Attend and participate in relevant meetings as required.
- Contribute to the overall ethos/work/aims of the Trust/schools.
- Participate in relevant training, other learning activities and performance management as required.
- Team responsibilities: all staff are considered part of the overall Trust team and may be required to provide assistance to colleagues in other areas from time to time commensurate with the role, skillset and grade.

## Changes to these duties

The above duties are not exhaustive and the post holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Principal.

The job description and allocation of particular responsibilities will be kept under review and may be amended via consultation with individuals, the Governing Body or Board of Trustees and/or Senior leadership team as required. Trade Union representation will be welcomed in any such discussions.

# Person Specification

## Job title: Temporary Teacher of PE & Expressive Arts

<b>REQUIREMENTS</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessment method</b> A = application I = interview R = reference
<b>Qualifications</b>			
A relevant degree together with PGCE or equivalent teaching qualification (or currently an ITT/GTP trainee).	✓		<b>A</b>
Evidence of commitment to CPD to support areas of the job role.	✓		<b>A/I/R</b>
Detailed knowledge and understanding of the current issues in English education.	✓		<b>A/I</b>
<b>Experience</b>			
Very good classroom practitioner OR Successful placement(s) teaching at KS3 and KS4 (for applicants currently in training) OR Successful record of teaching PE, Dance & Expressive Arts including very good exam results at one or more of KS4 and KS5 (for applicants who have already gained QTS).	✓		<b>A/I/R</b>
Experience in teaching BTEC dance at key stage 4.		✓	<b>A/I/R</b>
Contribution to the development of PE & Expressive Arts beyond the classroom.	✓		<b>A/I/R</b>
Ability to devise new resources for learning.	✓		<b>A/I</b>
Knowledge and understanding regarding safeguarding, child protection and Prevent.	✓		<b>A/I/R</b>
Use of student performance data to inform classroom teaching.	✓		<b>A/I</b>

<b>Professional knowledge and understanding</b>			
An enthusiasm for innovation and developing teaching and learning.	✓		<b>A/I/R</b>
An excellent understanding of engagement and how to motivate students.	✓		<b>A/I</b>
A sound understanding of modern pedagogy methods within the field of teaching PE, Dance & Expressive Arts.	✓		<b>A/I</b>
Detailed knowledge of current developments in education including the use of the Pupil Premium.		✓	<b>A/I</b>
Knowledge and experience of intervention strategies.	✓		<b>A/I</b>
<b>Professional skills</b>			
A high commitment to learning and achievement.	✓		<b>A/I</b>
A passion for education and making a difference.	✓		<b>A/I</b>
Excellent interpersonal, planning and organisational skills.	✓		<b>A/I/R</b>
The ability to collaborate with other staff.	✓		<b>A/I/R</b>
Willingness to contribute to the wider life of the school.	✓		<b>A/I</b>
Commitment to safeguarding and promoting the safety and welfare of young people.	✓		<b>A/I/R</b>
Ability to inspire confidence in and establish excellent relationships with pupils, teachers and parents.	✓		<b>A/I/R</b>