

Todmorden High School Application Pack



Role title: Head of Art/Photography/Design Technology
Contract type: Full Time/Permanent
Grade: MPS/UPS plus TLR2K (£6,772)
Work pattern: Monday to Friday in accordance with the
School Teacher Pay and Conditions Document (32.5hpw)
Start Date: September 2024

Disclosure and Barring Service Checks: Appointment to this post is exempt from Rehabilitation of Offenders' Act and subject to the following DBS check – an enhanced with Children Barred List Check.

Closing Date : Wednesday 7th February 2024

Interviews w/c 19th February 2024



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Ambition, Respect, Care and Honesty

A warm welcome to Todmorden High School

Message From the Headteacher

'We pride ourselves on our open and Friendly approach along with our high expectations of what our students and staff can achieve'.

School vision : Enabling individuals to unlock their unique potential.

Dear Applicant,



It is my pleasure to introduce you to our educational Family. Todmorden High School is a small, successful school at the heart of our community. We pride ourselves on our open and Friendly approach along with our high expectations of what our students and staff can achieve. We aim not only to Foster a thriving climate for learning, but to provide the very best career opportunities for everyone; in an environment where aspirations can be met and opportunities for personal development and growth remain a constant priority.

We are committed to creating a culture where all students and colleagues at all levels, can feel proud of who they are, and of their achievements - all this in an environment where our values can thrive. In keeping with our values, we strive to create a school that celebrates difference. Ambition, Respect, Care and Honesty remain at the Forefront of everything we do; we are trusted to do the right thing for each other, our students and our wider community. There are stimulating and rewarding times ahead at Todmorden High School and I very much look forward to sharing them with you.

Gill Shirt
Headteacher

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School Life

Our teaching staff provide an inclusive education to meet the individual needs and abilities of each student. Our curriculum focuses on the development of skills, knowledge and understanding, not only in subjects but in social, moral, spiritual and cultural education and British values. We aim for all our students to unlock their unique potential academically, personally and morally, so they are fully equipped to make the right choices in life. Our curriculum is aspirational, supporting social mobility. We give our students a broad and balanced curriculum that will give them the Foundation they need to lead happy and successful lives, underpinned by our core values of Ambition, Respect, Care and Honesty.



"The teachers are really good at being supportive and help me in my learning"
Year 7 Student-
Student Voice
Survey response



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Our Vision

We believe that every child has
unique potential
and at Todmorden High School,
we're here to enable
every child to unlock it.

"Todmorden High School
is a welcoming and
friendly school. Pupils
enjoy coming to school
because they feel safe
and they learn a lot."
Ofsted January 2020,



"Pupils and teachers
understand the ARCH values of
ambition, respect, care and
honesty. These values are clear
in the lessons and in the
pastoral care in the school.
Parents mention these values
too. Pupils say that bullying is
not common and that, when it
happens, teachers deal with it"
Ofsted January 2020, Good

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Our Values

Ambition: High expectations For yourself, the community and the wider world.

Respect: For yourself, the community and the wider world.

Care: Caring For yourself, the community and the wider world.

Honesty: Being true to your unique self, the community and the wider world.

Behaviour and Standards

Every student is expected to uphold our school values, which are displayed in every classroom. They are a constant reminder to our community of our expectations.



“In lessons, pupils get on with their work and they behave well. Teachers have high expectations of pupils in their lessons and inspectors saw this in their work. The school has thought carefully about what pupils need to learn.”

Ofsted January 2020, Good

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Students

“Student voice is strong. Opportunities are regularly given to me and other students for us to voice our opinions and ideas and contribute to school life”



“My daughter has settled in extremely well at Todmorden High School and the experience for her on the whole so far has been a very positive and confidence –boosting one.”

Parents

Staff

“The school offers values-driven education where we all work together within a Family ethos with the best interests of students at the heart of all decisions.”



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JOB DESCRIPTION

Safeguarding

Child and Adult protection are key priorities for the school. We aim to support children and adults who are at risk to be as safe as they can be and to fulfil their potential. The Headteacher is the lead across the school for wellbeing, safety and the protection of children and adults at risk. The Headteacher has a responsibility to participate in training to the appropriate level of safeguarding, along with a duty to fulfil their personal responsibilities of safeguarding for all.

Main duties

- **Head of Art, Photography and Design Technology and must be able to teach Art at KS4**
- Provide professional leadership and management of their curriculum area in order to secure high quality teaching and learning and improved attainment and progress of all students.
- To be accountable for student progress and development within the curriculum area.
- To be accountable for leading, managing and developing the staff within the curriculum area
- To co-ordinate and lead on the tracking, monitoring and intervention strategies of all students.
- Strategic direction.
- Develop and implement policies and procedures for the curriculum area, which reflect the school's commitment to high achievement, and which are consistent with national and school strategies and policies.
- Establish short-, medium- and long-term plans for the development and resourcing of each subject.
- Monitor the progress made in achieving subject plans and targets and evaluate the effects on learning and success.
- Contribute to the development of whole school issues in agreement with SLT.
- Teach excellent lessons.
- Ensure that students make good progress as reflected in value added data and in examination results.
- Assess and record student progress.
- Report to parents as required.
- Ensure that lessons offer a wide range of learning opportunities to meet individual student needs.
- Evaluate lessons in relation to student learning and plan future lessons accordingly.
- Take responsibility for personal professional development through:
 - shared lesson planning
 - promoting classroom learning
- Take part in regular professional development discussion.
- Attend INSET as required.
- Keep abreast of relevant national, local and school based initiatives that will positively impact on learning.
- Promote pedagogical dialogue throughout the school.
- Model the ARCH values at all times.
- Develop and maintain good professional relationships with colleagues.
- Undertake school supervision duties as required.
- Carry out any other reasonable task at the request of a member of the Leadership Team.
- Work flexibly and undertake additional responsibilities when requested to do so in supporting the day to day running of the faculty.
- Uphold teachers' standards and uphold and adhere to school and local authority policies and procedures.
- To uphold the standards and working practice of the school as detailed in the colleague handbook.
- To adhere to school policies and procedures.

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Specific duties

Teaching and Learning

- Provide guidance on the choice of appropriate teaching and learning methods.
- Oversee the development of appropriate coaching structures across the faculty.
- Develop and implement systems for recording individual student progress.
- Ensure schemes of work are developed appropriately.
- Monitor and evaluate the quality of teaching and standards of achievement, developing and implementing intervention where necessary.
- Keep up to date with developments in the curriculum area.
- Develop effective subject links with external agencies where appropriate.
- Effectively promote the curriculum area.
- Develop a program of enrichment and extra-curricular activities to enhance learning.
- Ensure effective communication and consultation with parents and other stakeholders.

Leading and Managing Staff

- Lead and manage the faculty team.
- Effectively deploy staff within the faculty.
- Participate in the recruitment and selection of teaching staff.
- Develop the faculty team and individuals to enhance performance.
- Plan, delegate and value work carried out by the faculty team and individuals.
- Create, maintain and enhance effective relationships.
- Work to ensure staff development needs are identified and met.
- Undertake appraisal reviews and ensure the process is effectively completed within the faculty as a whole.

Employees will be expected to comply with any reasonable request from the Headteacher to undertake work of a similar level that is not specified in this job description.

Equality of Opportunity

Todmorden High School is committed to equal opportunities in employment and welcomes applications irrespective of gender, race, disability, colour, ethnic origin, nationality, sexual orientation, gender identity, marital status, religion, trade union activity, age, and/or medical condition. Your personal details will be treated in accordance with our Applicant Privacy Notice, available on our website in the Policies section.

Data Protection

The post will have responsibility for overseeing compliance with the General Data Protection Regulation (GDPR), in conjunction with the School's Data Protection Officer.

Privacy Notice

The school adheres to all Privacy laws and regulations [THS-Recruitment-Privacy-Notice.pdf \(todhigh.co.uk\)](#).

Reviewed every two years, or earlier if change dictates.

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Person specification

CRITERIA	QUALITIES
Qualifications and training	<ul style="list-style-type: none"> • Educated to GCSE standard or equivalent which must include English and maths. • Willing to undertake the necessary training and development required for the post. • Evidence of professional development relevant to this role. • Degree qualifications relevant to subject specialism. • QTS. • Evidence of teaching experience.
Experience	<ul style="list-style-type: none"> • Successful teaching experience. • Experience working with young people in an educational environment.
Skills and knowledge	<ul style="list-style-type: none"> • Good knowledge of legislation and guidance on curriculum requirements. • Outstanding classroom practice, constantly showing a positive and resilient approach to pupils and staff. • Excellent communication and organisational skills. • Knowledge of effective teaching and learning strategies. • A good understanding of how children learn. • Ability to adapt teaching to meet pupils' needs. • Ability to build effective working relationships with pupils. • Knowledge of guidance and requirements around safeguarding children. • Knowledge of effective behaviour management strategies. • Good IT skills, including previous use of CPOMS, SIMS and Class Charts. • Effective communication and interpersonal skills. • Ability to communicate a vision and inspire others. • Ability to build effective working relationships with staff and other stakeholders.
Personal qualities	<ul style="list-style-type: none"> • High expectations for all pupils and belief in bringing out the best in all. • Commitment to upholding and promoting the ethos and values of the school. • Commitment to always act with integrity, honesty, loyalty and fairness to safeguard the assets, financial integrity and reputation of the school. • Ability to work under pressure and prioritise effectively. • Commitment to maintaining confidentiality at all times. • Commitment to equality.

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How to Apply

Interested candidates are invited to apply through the TES portal.

We are committed to providing a workForce that better reflects our community. Applications are welcome from all suitably qualified candidates regardless of ethnicity, gender, age or disability.

Todmorden High School is committed to safeguarding and promoting the welfare of children and young people, all staff and volunteers are required to share this commitment. Due to the nature of this role, you will need to complete and enhanced DBS and undergo pre-employment screening. Todmorden High School is committed to adhering to Data Protection regulations in regard to how we store your personal information. To view our Full recruitment privacy notice please visit our website www.todhigh.co.uk/recruitment.




Ofsted
Good