



Broughton Hall Catholic
High School

INFORMATION PACK

HEAD OF SUBJECT DESIGN TECHNOLOGY

**With TLR of 1a = £9,272
Plus Recruitment & Retention to be
negotiated**

Start Date: 1st September 2024

Closing Date: 20th March 2024

Shortlisting Date: After the closing date

Interview Date: Week commencing 25/03/24

Salary Scale: MPS/ UPS With TLR 1a Plus R&R

Contract Term: Permanent/Full-Time

<http://www.broughtonhall.com/information/vacancies.php>

Broughton Hall Catholic High School

Founded in 1928 under the trusteeship of the Sisters of Mercy, Broughton Hall Catholic High School, an all-girls Catholic secondary school in Liverpool, provides the very best in modern education based on the Gospel values of mutual respect and care.

The central aim of our school is to provide excellent educational opportunities enabling each pupil to develop their God given talents, to grow in confidence and self-esteem and to fulfil their potential.

As a Catholic school Broughton Hall centres its mission on the person of Jesus Christ, and promotes the Gospel values throughout the school community and in all aspects of school life: spiritual, academic, pastoral, and personal. By proclaiming and living out the faith of the Catholic Church, we support each other in shared experiences of teaching and learning, prayer, worship and charity. Our mercy values permeate throughout our community. We are proud of our strong Catholic ethos and values.

Broughton Hall is Ofsted rated as a **“Good”** provider (November 2022).

Our facilities are bright, spacious, high tech and designed to meet the needs of all our pupils. We have a separate 6th Form facility, which is shared with our neighbouring boys school Cardinal Heenan Catholic High School. A full range of extra-curricular activities are provided to further the creative, sporting and academic talents of each pupil and offer Outward Bound and Duke of Edinburgh Award schemes as well as the opportunity to attend educational visits and residential trips.

We pride ourselves on our high expectations of all pupils and have an **‘Ambition for All’** policy. Whatever your role within the school, you will share these values and be able to encourage and motivate pupils with your passion, presence and personality.

Our school motto **‘Cor Unum et Anima Una’** - One Heart and One Mind, reflects the strong sense of community amongst pupils, staff, parents and Governors.

We Offer

- Pensions Scheme – Teacher Pension Scheme for teaching staff or Merseyside Pension Fund for support staff
- Regular training and development programme
- The school is committed to the continuous professional development of all staff including Aspiring Leaders, NPQML and NPQSL programmes.
- Access to occupational health
- Cycle2Work Scheme
- Tax Free Childcare Vouchers
- Supportive work environment where all staff are valued
- Continuous professional development for all staff and follow a whole school approach to staff performance and development

And that's not all, we place the outcomes of the children in our school at the heart of everything we do, so you'll wake every day in the knowledge that your role will have a significant positive impact on the lives of others.

Equal Opportunities

Broughton Hall Catholic High school is an equal opportunities employer.

We welcome applicants from all backgrounds and value everyone as an individual. We are committed to organisational practices, which promote diversity and inclusion for all employees and volunteers regardless of age, gender reassignment, marriage or civil partnership status, pregnancy and maternity status, disability, race (including colour, nationality, ethnic or national origin), religion or belief, sex, or sexual orientation. Connecting these differences creates a productive environment in which everyone feels valued.

Monitoring information in relation to job applicants will be to assist us in equality monitoring. The recruitment panel will not have access to job applicant's monitoring information.

To assist us in monitoring the operation of equal opportunities policy, and for no other reason, please ensure you complete and submit the Equal Opportunities Monitoring Form with your application form.

Safeguarding & Enhanced DBS Checks

Broughton Hall Catholic High School is committed to safeguarding and promoting the welfare of young people and expect all pupils, staff, volunteers and visitors to share this commitment

All posts are subject to an enhanced DBS check and full pre-employment checks to comply with the current Keeping Children Safe in Education statutory guidance for schools.

All staff will be expected to follow Broughton Hall Catholic High School's child protection policies, code of conducts and managing allegations against staff procedures.

All roles in school, including this post, are exempt from the Rehabilitation of Offenders Act (ROA) 1974. The Ministry of Justice's guidance on Rehabilitation of Offenders Act 1974 and the Exceptions Order 1975 provides information about which convictions must be declared during job applications and can be accessed [here](#).

All applicants must therefore declare all previous convictions and cautions, including those which would normally be considered 'spent' except those received for an offence committed in the United Kingdom if it has been filtered in accordance with the DBS filtering rules. Information about filtering offences can be found in the DBC Filtering Guide, which can be accessed [here](#).

By engaging in this recruitment process, shortlisted candidates consent to an online search in line with the Keeping Children Safe in Education Statutory Guidance 2022.

Welcome

Thank you for your interest in the position of Head of Subject for Design Technology.

This pack has been designed to help you should you choose to submit an application form, which we sincerely hope you do. We hope it answers your initial questions, but if not, please do not hesitate to contact us and we will endeavour to help you through your application process.

Broughton Hall Catholic High School is the largest all-girls school in Liverpool and serves many different areas making us a vibrant a diverse school. Our aim is to be a good school in all areas and we are seeking staff to apply to work with to be of that journey. Ofsted rated the school as **"Good"** in November 2022.



We work hard to ensure Broughton Hall Catholic High School remains a friendly and welcoming environment for all those who work, study or visit here and hope that you are the person we are looking for to bring creativity and innovation to the role.

The Design Technology Department offers qualifications at KS4 and at KS5 including Hospitality & Catering, Food, Photography, Art, and Textiles. Uptake and results are above national. The department is equipped with ten large, well equipped classrooms and is well-resourced.

The school actively supports the training of middle leaders through well-respected Teaching Leaders' programme. Opportunities for promotion exist for suitable candidates. Our staff are passionate about teaching and are committed to develop exciting and stimulating lessons that not only engage students.

We look forward to hearing from you.

Gerard Preston
Head Teacher

HEAD OF SUBJECT – Design Technology

Required for September 2024

SALARY:	MPS/UPS with TLR of £9,272 Plus Recruitment & Retention Allowance (To be negotiated)
CONTRACT:	Permanent/Full-Time (1.00 fte)
CLOSING DATE:	20 th March 2024
INTERVIEWS TO BE HELD:	Week beginning 25 th March 2024

Due to retirement, the Governors wish to appoint a first rate, enthusiastic teacher of Design Technology, with the ability to teach across the full age and ability range. We are looking for a dynamic candidate who has the leadership capabilities and experience to lead this popular and successful department. If you are hardworking, highly motivated, have a passion for your specialism and have the ability to inspire our pupils and staff then we would love to hear from you.

The Design Technology Department offers qualifications at KS4 and at KS5 including Hospitality & Catering, Food, Photography, Art, and Textiles. Uptake and results are above national. The department is equipped with ten large, well equipped classrooms and is well-resourced.

The successful candidate will be:

- An outstanding classroom practitioner
- Have a proven track record of delivery
- Someone who is passionate about their subject and has the ability to inspire a love of learning
- Committed to the school's vision and demonstrating compassion through the mission statement
- Dedicated in ensuring students achieve the best outcomes

About Broughton Hall Catholic High School

Broughton Hall is a Catholic High School and is an Ofsted rated **Good provider** (2022). We are proud of our strong Catholic ethos and values. The school has an excellent reputation and promotes an inclusive education which develops creativity, confidence and independence. The school is committed to the continuous professional development of all staff including Aspiring Leaders, NPQML and NPQSL programmes.

The Trustees are the Sisters of Mercy

Broughton Hall Catholic High School is committed to safeguarding and promoting the welfare of children and we expect all staff and volunteers to share this commitment to keeping children safe. Any offer of employment will be subject to statutory pre-employment checks including satisfactory references and Enhanced DBS and Barred List checks. This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 (as amended in 2013 & 2020) and shortlisted candidates will be required to disclose any relevant criminal history prior to interview. By engaging in this recruitment process, shortlisted candidates consent to an online search in line with the Keeping Children Safe in Education Statutory Guidance 2023.

Job Description

HEAD OF SUBJECT – DESIGN TECHNOLOGY

Purpose	The Head of Design Technology will lead, manage, develop and coordinate matters across the curriculum at Key Stages 3, 4, and at KS5 in liaison with a neighbouring school. You will be a leading specialist, who will ensure the highest possible standards of pupil achievement, personal development and well-being both within the curriculum and beyond. You will lead a research curriculum and promote proven strategies for the progressive teaching of Design Technology.
Location	Broughton Hall Catholic High School, West Derby, Liverpool
Reporting to	Headteacher/Relevant Senior Leader
Responsible for	The post holder will be responsible for curriculum development and coordination across KS3, 4 and 5 courses in Design Technology. You will be responsible for the quality of departmental teaching including examination classes and the delivery of agreed intervention and extra-curricular provision in the subject.
Working Time & Conditions	These will be as specified in the latest School Teachers Pay and Conditions Document. Attendance at school functions beyond the working day including Parents/Awards Evenings will be required.
Safeguarding children	The post holder must safeguard and promote the welfare of the children and young people at Broughton Hall Catholic High School
Salary	MPR/UPR with TLR 1a £9,272 Plus Recruitment & Retention Allowance to be negotiated

OVERVIEW

At the heart of this role is the provision of professional leadership to secure high quality teaching and learning, effective use of resources, improving standards of achievement for all students, and the promotion of students' personal development and well-being.

A colleague fulfilling this role must provide leadership and direction for the subject and ensure that it is managed and organised to meet school and the subjects' aims and objectives. They hold a key role in supporting, guiding and motivating teachers across the department. The role requires staff to contribute to the evaluation of the effectiveness of teaching and learning, the subject curriculum and progress towards targets for students and staff in order to inform future priorities for the school. The policy and practice of monitoring within the school provides the information for evaluation and action. They identify needs in their own subject areas and recognises that these needs must be considered in relation to the overall needs of the school. It is also important that they have an understanding of how their department contributes to school priorities and to the overall education and achievement of all student.

Through their work the post holder ensures that practices improve the quality of education provided, meet the needs and aspirations of all students and help to continue to raise standards of achievement in school.

DIMENSIONS

The post holder will be responsible for the following, with reference to the national framework for middle leaders:

- The strategic direction and development of the department at KS3, 4 and 5
- Teaching and learning

- Leading and managing staff
- Pupil progress and standards of achievement
- The efficient and effective deployment of staff and resources

ACCOUNTABILITIES

The strategic direction and development of the subjects

- To support the production of an annual departmental development plans, which contributes to the achievement of the School Improvement Plan, and which involves all the subject staff in its design and evaluation.
- To contribute to the setting expectations and goals for colleagues and pupils in relation to standards of achievement and behaviour.
- To as appropriate, represent the department in the wider school community and liaise with the rest of the school, governors, partner schools, the Local Authority, further and higher education, industry, outside agencies, examination boards etc.
- To keep up to date with national developments in the subject areas, teaching practice and methodology.
- To help develop current systems with regard to health and safety, risk assessments, collection and storage of valuables and other key procedural requirements.
- To contribute to the development of the school's trips and extra-curricular Humanities education programme.

Teaching and learning

- To contribute significantly to the development and implementation of effective teaching and learning strategies, including ICT-based developments and new technologies.
- Have an active input in the creation, consistent implementation and improvement of schemes of work which encapsulate key school learning strategies
- Act as a role model in leading subject staff in own high quality teaching
- To contribute to the development and implementation of effective department assessment policies, within the framework of those for the whole school.
- To promote and support extra-curricular activities, which enrich and support the learning and experience of all pupils, and increases their participation in school life.
- To ensure homework where applicable, is set in line with school policy, and recorded departmentally.

Leading and managing staff

- To monitor, support/challenge and professionally develop staff so that they are effective in their role(s) and provide high quality teaching and learning; the above to include participating in and leading the school's programmes of staff training and development.
- To ensure that Performance Appraisal is carried out according to school and national regulations and that staff receive regular feedback, which supports progress against their PM objectives. To support the professional development of staff, for example through the sharing of good practice; participating in the school's programmes of staff training and development.
- To participate in Performance Management process according to school and national regulations, including lesson observations.
- To fulfil the Teaching Standards according to school and national expectations.

Pupil progress and standards of achievement

- Within the framework of whole-school policies, to set and monitor appropriately challenging subject targets for pupils, which will make a measurable contribution to the fulfilment of those for the whole school; to manage interventions to maximise pupil progress.
- Help establish and implement policies and practices for assessing, recording and reporting on student achievement and to assist in setting targets for further improvement.
- To maximise achievement by ensuring that any examination entries are maximised and non-entries are minimised; to assist with the management and conduct of examinations.
- To ensure effective communication with parents/carers, so they are kept up-to-date with curriculum developments and their children's progress.
- Writing reports on students and attending meetings with parents.
- To track different groups of students' progress and put in a clear intervention plan where gaps exist.

The efficient and effective deployment of staff and resources

- To manage efficiently the available resources of staff, space, finance, and equipment within the limits and guidelines laid down.
- To provide a stimulating environment, including maintaining the content of displays that promote interest and learning.
- Form constructive relationships with staff including team working and mutual support

Other Specific Duties

- Coordinate standards verification and sampling processes across the department.
- Attend relevant training and meetings to keep up to date with latest developments.
- To undertake any other duty as specified by the School Teachers Pay and Conditions Document not mentioned in the above.
- Employees are expected to be courteous to colleagues, to be professional and punctual in the execution of their duties and responsibilities, model Gospel values and provide a welcoming, professional environment to visitors and external colleagues.
- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task may not have been identified; therefore employees will be expected to comply with any reasonable request from a manager, including ad hoc projects, to undertake work of a similar level that is not specified in the job description.

The job description is current at the date shown, but, in consultation with you, may be changed by the Head Teacher to reflect or anticipate changes in the job commensurate with the grade and job title.

Person Specification

Post:	Head of Subject – Design Technology
Pay Spine:	MPR/UPR with TLR 1a £9,272
Responsible to:	Headteacher/Senior Leadership

1. QUALIFICATIONS AND TRAINING

- University graduate
- Postgraduate teaching qualification/QTS/study as applicable
- Relevant Design Technology qualifications
- Evidence of continuing professional development

2. TEACHING and PASTORAL EXPERIENCE

- The role is open to colleagues with three or more years teaching experience
- Teaching experience in at least KS3, 4 and, preferably, 5
- Evidence of consistently good and outstanding teaching and learning
- Evidence of a research approach to the teaching and learning of Design Technology
- Evidence of cascading outstanding teaching and learning practices in school or a range of schools
- Evidence of excellent classroom management skills
- Outstanding knowledge of Assessment Practice in the context of the National Agenda and where appropriate best worldwide practice
- Excellent subject knowledge
- Excellent knowledge of current curriculum and extra-curricular developments in your subject area.
- An understanding of how to use assessment to inform planning for good teaching and learning
- A good understanding of progress data
- The ability to differentiate to provide appropriate challenges for all learners
- Evidence of using data to inform planning and put in place successful intervention strategies to raise achievement
- Evidence of pastoral experience, including taking responsibility for a form group
- An interest in the wider curriculum

3. LEADERSHIP AND MANAGEMENT

- The ability to inspire, enthuse, develop and support both students and colleagues
- The ability to lead extra-curricular and enrichment experiences
- The ability and desire to lead on areas for curriculum development
- The ability to evaluate and improve standards of teaching and learning within a department

4. PERSONAL QUALITIES

- A willingness to learn and develop new skills
- A willingness and flexibility to work outside normal school hours
- The ambition to continue to progress in your career
- A desire to make difference to the lives of young people
- An excellent attendance record
- Resilience and a sense of humour

5. EQUAL OPPORTUNITIES AND EDUCATIONAL COMMITMENT

- A proven commitment to inclusion
- A proven commitment to curriculum access and opportunity
- A proven commitment to comprehensive education
- A proven commitment to professional development
- A proven commitment to extra-curricular and enrichment experiences
- Support the school unreservedly in its commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults.

Art & Design Technology Department

General Overview

The Department intent:

We aspire to develop the visual and kinaesthetic creativity of all students through teaching and learning strategies that challenge, inspire and add context to the changing world around us.

We aim to develop the cultural capital of our students both through the lessons we teach and the enrichment opportunities we offer.

We aim to ensure that there is a variety of courses at various levels on offer, which meet the needs and aspirations of all students.

Department Structure:

The Art and design Department at Broughton Hall Catholic High School consists of 9 subject specialists, who work tirelessly to meet our department intent. We have five full-time and four part-time teachers, supported by 3 technicians.

KS3

The National Curriculum is followed and teaching is in mixed ability groups. A carousel format is used to ensure students experience all material areas.

Year 7

Pupils study Art and Design technology subjects twice per week. They will be taught Art, Textiles, Food Technology, Product Design approx. 18 weeks in each subject area. Pupils will have lessons in two subject areas until February and rotate into the additional two subjects areas until July.

Year 8

Pupils study Art and Design Technology 5 times a fortnight in Year 8. They will be taught Art 2D, Art 3D, Textiles, Food Technology, and Product Design approx. 8 weeks X 2.5 lessons per week in each subject area.

Year 9

Pupils study Art and Design Technology two lessons per week in Year 9. They will be taught Art, Textiles, Food Technology, and Graphic Design approx. 9 weeks X 2 lessons per week in each subject area.

KS4

Art and design technology subjects are extremely successful and a popular option choice at KS4.

The Department delivers GCSEs in Art, Photography and Food and Hospitality. In addition, to support the needs and aspirations of all students, the department delivers two applied courses, BTEC Level 1 / 2 Art & Design in Practice and WJEC level 1 / 2 Certificate Hospitality and Catering. Attainment in subjects is significantly above national expectations.

KS5

At KS5 progression to A Level is good, class sizes exceed 10 in each material area. Pupils follow the Art and Design curriculum. We offer 3 A level choices: Textiles, Fine Art and Photography. We have a number of students who will take 2 of the 3 subjects. Attainment is consistently above national expectations and a number of our students are successfully supported in their post 18 choices, securing places at University Art and design courses.

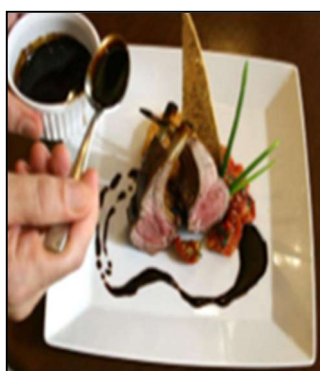
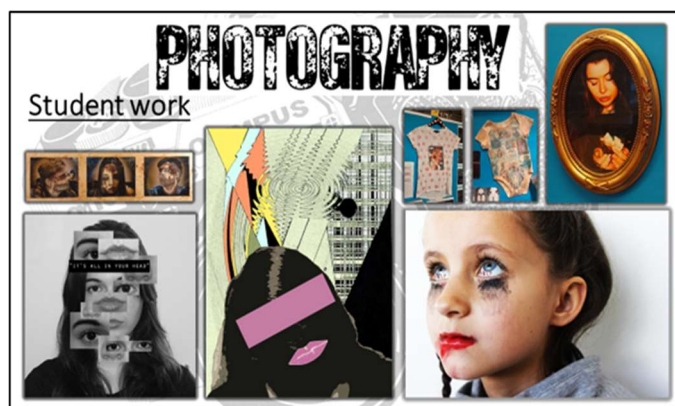
Accommodation and Resources:

The Art and Design Technology Departments are based in the Design Centre, situated adjacent to the main school building. It comprises designated art, textiles, product design and food rooms, a graphics suite, containing both Apple Macs and PCs. An additional multipurpose room that is used for the delivery of photography and other creative courses.

The department is very well resourced. Equipment has been purchased to ensure pupils are working with state of the art resources, particularly in the area of CAD CAM and e learning. A laser cutter is used in conjunction with 2D design software to allow students, at all key stages, to use computer aided design and manufacture when they design products. The textiles department is well resourced with CAD CAM embroidery machines and over-lockers. All rooms have an interactive Promethean board, a computer for the teacher and a bank of computers for pupil use, including Apple Mac computers.

Extra-Curricular Activities:

All staff organise and deliver after school sessions including KS3 Art Club and GCSE and GCE support. To develop the cultural capital of our students the department organises a wide variety of trips to both local and national museums and art galleries and residential courses to support GCSE and A Level students.



Through a carefully planned curriculum and with our support, encouragement and guidance, we want every pupil to find enjoyment and success as they make their way to the next stage of their lives, using the mathematical skills developed in their time at Broughton Hall Catholic High School.

