



## **CANDIDATE INFORMATION PACK**

**Head of Sociology and Psychology**



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Dear Applicant,

**Our Vision:**

“Be the best you can’ this is what we ask of our pupils and our staff.

We are committed to providing the very best educational experience for our young people and invite applicants who share this commitment and want to be a part of our success story. We believe in the power of the curriculum and so intentionally have the following at the core of our practice:

- A pragmatic approach to pedagogical practice that reduces teacher workload
- Teaching powerful knowledge rather than parroting the knowledge of the powerful
- CPD which is rooted in the best educational research, often with a foundation in cognitive science

The Academy is on a journey from Good to Great and appointed a new Principal in September 2020 to ensure that this objective is realised. The recruitment of an inspirational **Head of Sociology and Psychology** is crucial to the success of this journey.

**About You:**

- You can motivate and inspire pupils to build on their current achievements
- You have excellent interpersonal skills and a commitment to collaborative working
- You are committed to working in an inner city school and believe that such schools should provide the best possible environment for academic success and personal development
- You have an excellent track record of outstanding teaching across Key Stages 3 to 5
- You are resilient and have a great sense of humour, as you never give up.

**About Us:**

- We provide a world class education for boys and girls aged 11-19, in a modern state of the art building that opened in September 2010.
- We provide a welcoming, caring and stimulating environment with excellent teaching facilities.
- We have pupils who strive to maximise their achievement and are fully supported by parents who work with us in partnership.
- We have excellent transport links; 5 min walk from the bus stop or 7 min walk from Manor House tube station which serves the Piccadilly Line.
- We have a high-quality teaching staff fully committed to supporting pupil’s academic and personal development.
- We offer excellent opportunities for your own professional development
- We believe qualifications open doors but are only part of the story. All children deserve a full rounded education

Thank you for your interest in our Academy. I look forward to receiving your application.

**Shereka James**  
**Principal**

# SKINNERS' ACADEMY HISTORY

Skinners' Academy, a school in the Woodberry Down (North Hackney) community for boys and girls aged 11-19, provides a world class education in a state-of-the-art building. The Academy opened in 2010 and is supported by the Skinners' Company, who is proud of the Academy being at the heart and hub of the local community.

The Academy provides a learning environment that is inspiring, exciting and motivating for every student. Therefore, with your contribution, we will challenge and support their paths to success.

Our "Be the best you can" ethos is applicable to both students and employees.

## OUR MISSION

### 'Be the best you can'

#### Our Mission:

The Principal and Governors at Skinners' Academy believe that all children will be the best they can be by working in active partnership with the Academy to achieve excellence for themselves and the wider community. The Academy will provide the necessary prerequisite skills, knowledge and experiences for children to ensure they have the opportunities to succeed. Not only will our young people be successful and productive citizens but, they will be a source of influence in the society that they live in, ensuring that they make sustainable and authentic contributions for future generations.

#### Our Values:

- Be Curious** - We will ask the right questions, learn from others, and look for ways to work smarter.
- Be Cooperative** - We will work in partnership with others to achieve our goals.
- Be Determined** - We will see challenges as obstacles that we can overcome. We will not give up.
- Be Kind** - We will be generous with our time and resources; we will show empathy.
- Be Respectful** - We are committed to upholding the values of equality and inclusion. We will not tolerate prejudice in any form.
- Be Outstanding** - Exceptionally good; this is what we strive for 100% of the time.

#### Our Specialism:

In our commitment to ensuring that our young people are not only prepared for every step of their learning journey but that they also have the agency to influence their future, we believe that Enterprise forms a crucial role in realising this. As an Academy we will ensure that students understand the skills of Enterprise and that they can use these effectively to carve out their desired futures.

*"Enterprise is about motivating young people to learn and excel in their education and to see the relevance of their studies. It is more than the creation of entrepreneurs, it is about a can-do and positive attitude and equipping people with the confidence to develop ambitious career and vocational interests. Enterprise therefore supports the development of a wide range of work and professional skills and capabilities, including resilience, risk taking, creativity and innovation, as well as a self-belief that starting a business is a viable career choice and one of the most exciting and challenging things a person will ever do."*

- Lord Young 2014

# STAFF REWARDS AND BENEFITS

## Annual Season Ticket Loans

Staff members can apply for an annual season ticket loan where the cost of the season ticket is spread over 10 monthly payments, interest free.

## Cyclescheme

Skinners' Academy is a registered employer of the Cyclescheme which is the UK's most popular Cycle to Work benefit, providing staff members with the opportunity to purchase a bike of their choice, tax free. Staff can save 25-39% of the cost of a new bike and accessories whilst also spreading the cost. Payments are deducted via payroll over a term of 12 months.

CycleScheme has also launched the UK's first Cycle to Work scheme for City Bike Hire, perfect if you can't have a bike of your own or if you want a multi-modal commute.

City Bike Hire enables staff to save 32-42% on the cost of bike hire membership. Cyclescheme has partnered with Santander and Brompton, with more exciting partnerships coming soon.

## Discounted Mortgages for Teachers

Endorsed by the NEU, Teachers Building Society was established specifically to help teachers with smaller deposits buy their very first home. As the only building society dedicated to teacher lending, they not only reserve their best (cheapest) mortgage deals especially for teachers but they use their expert understanding of the education industry to make the home buying process as smooth and simple for teachers as possible. Buying a property with someone else? No problem, only one applicant needs to be a teacher.

## Employee Assistance Programme

Our Employee Assistance Programme (EAP) is a package of emotional and practical support that provides the following:

- A range of counselling options including telephone, online or face-to-face sessions, and a mindfulness module
- A dedicated coaching service for line managers, aimed at developing soft skills and building confidence for handling challenging situations
- Financial, legal and practical support from qualified professionals on a range of personal issues
- Access to online health and wellbeing resources and a specialist information service

This free service is confidential and can be used to support staff with any personal or work-related issues that may be affecting their wellbeing.

## Gift Vouchers for 100% Attendance

We really value staff commitment to each working day and as a token of this, each term, staff members who have achieved 100% attendance participate in a prize draw, offering them the prospect of winning £100 worth of LOVE2SHOP vouchers which is accepted in over 20,000 stores, restaurants and attractions.



### Local Café Discount

One of our local cafés, [215 Hackney](#) kindly offers all Skinners' Academy staff a 15% discount on food and drinks upon presentation of their staff ID card.

They are a casual café and restaurant serving Middle Eastern breakfast, brunch/lunch and dinner with an East London Twist. They are located at 149 Woodberry Grove, Hackney, London N4 2SB.



Opening Hours are:

Monday - Friday, 8am - 6pm

Saturday, 8am - 6pm

Sunday, 9am - 6pm

### London Borough of Hackney School Staff Offers

All employees of London Borough of Hackney schools can register for the borough's savings and discounts scheme where employees can enjoy 100's of offers on big name brands such as BT Broadband and supermarket digital gift cards. Employees can register for free using their school email address and Scheme ID Number.

### Pension Scheme Contributions

We pay in a high percentage of monthly contributions for Teaching Staff (Teachers' Pension Scheme) and Support Staff (Local Government Pension Scheme) members enrolled in these pension schemes.

### Running Club

Skinners' Running Club gives staff the opportunity to get active and join other runners within the Academy along a route which passes a climbing castle and sailing club, with beautiful views. All staff are welcome to join in, every Tuesday after the Academy day.

### Social Events

The Skinners' Social Committee helps to connect staff during this challenging time by organising lively staff social events to ensure that staff get the opportunity to unwind and enjoy a well-deserved break from work.

### Staff Wellbeing

Regular guided mindfulness meditation takes place accessed remotely via the Skinners' Academy All Staff Wellbeing Channel in MS Teams.

Regular Wellbeing Audits occur throughout the year, followed by a Wellbeing Action Plan, giving opportunities for staff, students and parents to suggest strategies that would positively impact wellbeing.

We encourage a culture of celebrating each other. 'Staff Shout Outs' can be sent via a link for members of staff to nominate a colleague they particularly want to celebrate each week.

### Techscheme

The Techscheme is powered by Apple and Currys PC World and lets staff members choose from over 5,000 tech products from tablets and televisions, fitness trackers and phones, to games consoles and kitchen appliances. Staff can spread the cost from their salary via a salary sacrifice across 12 months and make a National Insurance saving of up to 12%.

## JOB DESCRIPTION

<b>Post Title:</b>	Head of Sociology and Psychology
<b>Grade:</b>	Main Pay Scale / Upper Pay Scale + TLR 2b
<b>Responsible to:</b>	Assistant Principal
<b>Responsible for:</b>	Sociology and Psychology Department

### Principal Accountabilities:

- 1) Leading and developing all aspects of the Sociology and Psychology curriculum within the Academy
- 2) Provide high quality leadership of the Sociology and Psychology Department
- 3) Contribute to the leadership capacity of the Academy

### Main Activities and Responsibilities

Main duties and responsibilities are indicated here. Other duties at an appropriate level and nature may also be required and will be negotiated.

#### 1. Teaching and Learning

- Teach high-quality and successful lessons to all age groups.
- To be an excellent role model for all staff in all aspects of classroom practice including lesson planning and delivery, homework, assessment and feedback.
- To lead the development of high quality learning and teaching in the department, in particular through coaching and training.
- To monitor progress and attainment across the department and use data to drive improvement.
- To seek ways of sharing good practice and to ensure dialogue about learning and teaching amongst all staff within the department.
- Fulfil the requirements of Academy policies.

#### 2. Curriculum

- To lead the team in the creation and delivery of a rigorous curriculum through long, medium and short term planning that is, challenging and personalised.
- To use research and evidence to make choices about curriculum design.
- To organise and participate in exciting and motivating trips and events that enhance cultural capital and move learning forward.
- To lead and manage the process of curriculum development for the whole department and change, so as to ensure the continued relevance to the needs of students, examining and awarding bodies.
- To keep abreast of national developments in the subject area, teaching practice and methodology.
- To actively monitor and respond to curriculum development and initiatives at national, regional and local levels.

#### 3. Leadership and Management Responsibility

- To work in partnership with the SLT in the cycle of planning, implementation, review and evaluation of the Department Development Plan.

- Be responsible for developing the work of the department, raising the level of attainment and progress in Sociology and Psychology in accordance with Academy targets and expectations.
- Line Manage post holders within the Sociology and Psychology Department.
- Carry out Performance Management of departmental staff
- Monitor the quality of Sociology and Psychology teaching and learning.
- Monitor and Identify underachieving pupils from performance data, and plan for their improvement.
- Fulfil a strategic leadership role as part of the Academy Middle Leadership Group, contributing to developing the Academy and its policies.
- In conjunction with the SLT Line manager ensure staff development needs are identified and appropriate training and support is provided.
- Standards/ Quality Assurance and Additional Responsibilities
- Adhere at all times to professional business standards of dress, courtesy and efficiency, in line with the ethos and specialism of the Academy.
- Attend and participate in open evenings and pupil performance meetings.
- Uphold the Academy's behaviour code and uniform regulations
- Participate in staff training and development
- Attend team and staff meetings
- Develop links with Governors, LEAs and neighbouring schools/ Academies.

Please note that this list of duties is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the postholder will carry out. They may be required to do other duties appropriate to the level of the role, as directed by the Principal.

### **Key Organisational Objectives**

The Postholder will contribute to the Academy's objectives in service delivery by:

- Following Health and Safety requirements and initiatives as directed.
- Ensuring compliance with Data Protection legislation.
- At all times operating within the school's Equalities policies demonstrating commitment and contribution to improving standards of attainment.
- Adopting client care and quality assurance initiatives.
- Fulfilling the role of Student Personal and/or mentor if required.
- Contributing to the maintenance of a caring and stimulating environment for young people.

### **Conditions of Service:**

Governed by the National Agreement on Pay and Conditions of Service, supplemented by local conditions as agreed by the Governing Body.

### **Special Conditions of Service**

Because of the nature of the post, candidates are not entitled to withhold information regarding convictions by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 as amended. Candidates are required to give details of any convictions on their application form and are expected to disclose such information at the appointment interview.

This post allows substantial access to children, candidates are required to comply with Academy procedures in relation to DBS checks. If candidates are successful in their application prior to taking up



post, they will be required to give written permission to the Academy to ascertain details from the Disclosure and Barring Service (DBS) regarding any convictions against them and, as appropriate the nature of such convictions

### **Equal Opportunities**

The postholder will be expected to carry out all duties in the context of and in compliance with the Academy Equalities Policies.

## Person Specification

**Job Title:** Head of Sociology and Psychology

	Essential	Desirable
<b>Qualifications</b>		
Educated to Degree level or equivalent	✓	
Qualified Teacher status	✓	
Recent and relevant continued professional development	✓	
<b>Experience</b>		
A proven track record of implementing effective strategies to include and meet the needs of all students to raise achievement.	✓	
Ability to use IT effectively.	✓	
High quality Sociology and Psychology teaching to pupils of all abilities.	✓	
Collaborative teaching methods and working with colleagues in the preparation, assessment and monitoring work	✓	
Leadership experience, including managing staff and pupils	✓	
Demonstrable experience of improving student outcomes over the last three years	✓	
High quality outcomes	✓	
Outstanding classroom practitioner	✓	
<b>Skills</b>		
<b>Personal</b>		
Highly effective oral and written communication skills	✓	
Must be well organised	✓	
The tenacity to see things through to completion	✓	
Ability to work hard under pressure while maintaining a positive, professional attitude	✓	
Ability to organise and prioritise workload and work on own initiative	✓	
Good interpersonal skills and the ability to work collaboratively, leading to professional development of staff, to the achievement of department aims and to the efficient running of the Sociology and Psychology team	✓	
Commitment to personal career development		✓
Ability to organise whole school/ Year based activities	✓	
Ability to think and plan strategically and manage change	✓	
<b>Knowledge and Understanding</b>		
Developments in the National Curriculum for Sociology and Psychology	✓	
Academy's strategic plan and the role to be played by the Head of Department and the Sociology and Psychology Team	✓	
support the needs of a range of ability pupils	✓	
Effective strategies for supporting staff to improve teaching and learning	✓	
<b>Equal Opportunities</b>		
Understanding of different social backgrounds of pupils	✓	
Understanding the needs of pupils and the appropriate policies and strategies to support them	✓	
Understanding of the needs of bilingual pupils	✓	

# Head of Sociology and Psychology

**Salary: Main Pay Scale / Upper Pay Scale + TLR 2b**

**Required: April 2022**

**Contract Type: Permanent**

**Location: North Hackney**

We are seeking to appoint an inspirational Head of Sociology and Psychology to join our exceptional Sociology and Psychology department.

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- We offer excellent opportunities for your own professional development.
- We believe qualifications open doors but are only part of the story. All children deserve a full rounded education.

Please note this post allows substantial access to children, therefore the successful candidate will be required to apply for, and hold, an enhanced DBS (Disclosure & Barring Services) certificate. The Academy will arrange this for you prior to you taking up your post.

To apply, please send a completed application form and monitoring form to:

[recruitment@skinnersacademy.org.uk](mailto:recruitment@skinnersacademy.org.uk)

Please note that we do not accept CVs.

**The closing date for applications is 9am on Monday 29<sup>th</sup> November 2021**

**Interviews will be held on Thursday 2<sup>nd</sup> December 2021**