



DIRECTOR OF RUGBY

Samuel Whitbread Academy
Application Pack

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Welcome to BEST and thank you for expressing an interest in our current vacancy.

We have collated this application pack to provide you with all the information you should need to enable you to apply for this role.

However, if you would like any further information or would like to make a visit to our Academy, please contact:

Elle Rees-Rinaldi
HR Assistant

ERees-Rinaldi@bestacademies.org.uk

Telephone 01462 629900

Samuel Whitbread Academy
Shefford Road
Clifton
Shefford
SG17 5QS

BEST VISION, VALUES & BELIEFS

BEST Vision Statement

To grow the BEST in everyone

We believe in the importance of high expectations, hard work and the development of a community of schools where each of us strive to 'be the best that we can be'.

BEST Values

We will:

Always put Children first

Our reference point question is 'how will this improve outcomes for children and enable them to go on and succeed in life?'

Collaborate to support and compete to challenge

Our schools work together to add value and compete to continually improve

Provide community based provision

Our schools form a coherent learning community at the heart of the Bedfordshire community

BEST Beliefs

We will:

Deliver BEST outcomes

Outcomes will be in the top 20% nationally

Provide BEST opportunities

An extensive range of opportunities beyond the classroom will be provided to develop the whole person

Nurture talent

Our responsibility is to invest in our people and bring out the BEST in everyone

Operate a high autonomy, high accountability culture

Professionals will lead our system and take responsibility to continually raise standards

Lead through service

Leaders and followers will work together with mutual respect and shared responsibility

The PE Department

Samuel Whitbread Academy is a large, rural upper school with approximately 1,700 students including a Sixth Form approaching 450 students. The school is situated on the outskirts of the village of Shefford, in Bedfordshire, and has all the variety and energy of a fully comprehensive secondary school. In October 2017 the Academy was inspected and judged as Good, with Outstanding features by Ofsted. We are committed in continuing our journey to reach Outstanding and are constantly striving to develop our practice and raise levels of achievement.

All Teachers within the PE Department have responsibility for examination groups and are also timetabled to run Core Games. CPD is at the forefront of the PE Department's ethos. We strive to maintain the highest of standards for students at Samuel Whitbread Academy, to ensure they receive the best learning experience whilst in our care. Staff within the PE Department are incredibly dedicated, always going above and beyond expectations as they push academic and extra-curricular achievements for students throughout all the year groups.

The PE Department at Samuel Whitbread Academy is striving to be ranked in the top 5% of PE Departments in the UK based on our excellent exam results. At the moment, we are comfortably in the top 10% however, we always strive for excellence and are constantly finding new and innovative ways to improve our practice.

With regards to extra-curricular activities we consistently win District and County titles in numerous sports and have enjoyed National success at Football, Rugby, Athletics, Rugby and Badminton. We are building a reputation for sport across the UK and are now recognised by many schools and competitors as a force to be reckoned with in any sporting event. We, in PE, hope to build on this and continue to produce professional sportsmen and women that through excellent teaching and accessible role models, fulfil their potential.

The PE department has an excellent range of practical teaching facilities including a new sports hall, gymnasium, an activities hall, eight tennis courts and extensive fields which surround the Academy site. We are also very fortunate to have two PE computer suites fully equipped for theory lessons.

We have extensive equipment due to generous backing from the Principal and constant fundraising by the Department. This allows us to have specific and innovative equipment which can be used in a range of activities.

The PE Department at Samuel Whitbread Academy is greatly valued by the Academy's Senior Leadership Team, which has allowed us to grow and challenged us to be the best both academically and in extra-curricular activities. We are an exceptional Department that persistently wants to improve on its already outstanding features. We constantly challenge each other to become better Teachers and through this sharing of good practice outstanding teaching can be seen across the Department.

If you have a passion for student progress both academically and in sporting ability, Samuel Whitbread Academy will be able to satisfy that aspiration. The PE Department would like to encourage any applicants to come and visit the Academy, see the facilities and meet the team. During this time we would happily provide you with more information on the role and answer any questions you may have.

JOB DESCRIPTION

Director of Rugby

JOB TITLE:	Director of Rugby
BASED AT:	Samuel Whitbread Academy
FROM:	April 2019
SALARY/GRADE RANGE:	Unqualified/Main/Upper Teacher Scale (dependent on qualifications)
RESPONSIBLE TO:	Head of PE
LIAISING WITH:	Principal, Senior Team, teaching/support staff, LEA representatives, external agencies, parents and Northampton Saints Schools Programme Director

ABOUT BEST:

Bedfordshire Schools Trust (BEST) comprises eight flourishing academies and two nurseries delivering first choice education, from Early Years to Advanced Level study. Our vision is 'to grow the BEST in everyone.' We believe in the importance of high expectations, hard work and the development of a community of schools where each of us strive to 'be the best that we can be.' Our schools work together to add value and compete to continually improve.

PURPOSE OF ROLE:

- To provide a full learning experience and support for students.
- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.
- To monitor and support the overall progress and development of students as a Teacher and Tutor.
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- To contribute to raising standards of student attainment.
- To share and support each Academy's responsibility to provide and monitor opportunities for spiritual, personal and academic growth.

DUTIES AND RESPONSIBILITIES:

- Leading and implementation of Northampton Saints' Rugby Development Programme.
- To assist in the development of resources, schemes of learning, assessment policies and teaching strategies.
- To contribute to the PE Department's improvement plan and its implementation.
- To plan and prepare courses and lessons.
- To use data on pupil performance to inform target setting, lesson planning and to identify underachieving students.
- Implement targeted intervention and monitor the progress.
- To support the BEST and Academy's monitoring procedures.
- To support the review of teaching strategies and programmes of work.
- To attend all Department and staff meetings.
- Coordinating and managing work as a Form Tutor.

- Contribute to the review, development and management of curriculum and assessment functions, including the Academy Improvement Plan and working towards individual Academy and BEST aims.
- Improve and monitor the effectiveness of the BEST and Academy's assessment policy.
- Ensure all pupil and student data is held centrally and is used effectively.
- Provide the data team other staff with relevant information about teaching and tutor groups, to help their planning and ensure all staff have high expectations of pupils and students.
- Review teaching methods and programmes of work including schemes of learning.
- Participate in arrangements for training and continuing professional development.
- Contribute to the review, development and management of curriculum and assessment functions, including the School Improvement Plan and working towards individual Academy and BEST aims.

Specific Duties and Responsibilities:

- To undertake a designated programme of teaching.
- To respond to support needs as directed by Head of PE.
- To plan and deliver a structured Rugby Programme to be delivered in games lessons.
- To plan and deliver a structured Rugby Programme to Sixth Form students in line with the Saints' Rugby Development Programme.
- Create unique development opportunities between Saints and BEST
- Deliver extra-curricular sports sessions.
- To recruit and retain players for the Sixth Form Saints Rugby Development Programme.
- To monitor the involvement/attendance of students in Rugby enrichment options.
- To support BEST initiatives and relationships.
- To carry out such other duties and responsibilities from time to time as may be agreed with the Head of Physical Education. These may include Open Evenings, Parent Information Evenings, Induction days, Next Steps days and results days.
- To carry out administrative tasks to support the above work (e.g. maintaining databases, updating contact information, liaising and working with the behaviour and attendance administrators, liaising with parents via telephone, e-mail, letter and face to face meetings.)
- To promote, monitor and evaluate the use of college systems by the students and tutors in the Year (ie. Attendance protocols, behavioural contracts, academic referrals, well done post cards, information notice boards, etc).
- To support a focused and committed learning environment for all pupils and staff.
- To ensure a high quality learning experience for all students that will stimulate learning appropriate to pupil and student needs.
- Monitoring the objectives and tasks identified within the School Improvement Plan and the BEST improvement plan.
- Liaising with colleagues in lower, middle and upper schools to ensure a smooth transfer of information.
- To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
- Write reports and providing data for parents to inform them about pupils' and students' progress.
- To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- Interpreting comparative data regarding pupil and student performance and using this to differentiate and assess.

- Take responsibility for professional development, keeping abreast of subject developments and reviews, locally and nationally.
- To prepare and update subject materials.
- Contribute to the whole-Academy and BEST ethos, with due regard to wider professional effectiveness.
- To teach students according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere in accordance with the Department assessment policy.
- To ensure that ICT, Literacy, Numeracy are reflected in the teaching/learning experience of students.
- To maintain discipline in accordance within BEST and individual Academy's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.

Note:

- Whilst every effort has been made to explain the duties and responsibilities of the post, each individual task undertaken may not be identified.
- Employees will be expected to comply with any reasonable request from the BEST Principals to undertake work of a similar level that is not specified in this job description.

PERSON SPECIFICATION

Director of Rugby



Attributes	Essential	Desirable
Education & Qualifications	<ul style="list-style-type: none"> Rugby Coaching Awards Rugby Coaching experience within youth or school environment. 	<ul style="list-style-type: none"> Relevant Degree QTS MIDAS minibus driving licence. Other relevant coaching awards.
Professional Experience	<ul style="list-style-type: none"> Experience with working with students of similar age range Good Leadership skills or the clear potential to develop these Experience of having worked successfully with students/young players Demonstrate understanding of how to track, monitor and evaluate systems 	<ul style="list-style-type: none"> Experience as a development officer. Knowledge of the Rugby structure within RFU and Schools.
Professional Knowledge, Skills & Understanding	<ul style="list-style-type: none"> Demonstrate application of information and communication technology for development of learning and teaching in the subject Excellent classroom management to encourage positive behaviour Demonstrate creative problem solving and good communication skills Time management skills and a capacity for hard work and an ability to prioritise effectively with good administrative skills 	<ul style="list-style-type: none"> Involvement in the life of the academies A positive approach with colleagues, pupils and students Understanding of how pupils and students learn An appreciation of the need to handle pupils and students sensitively and to motivate them Good personal ICT skills
Personal Qualities	<ul style="list-style-type: none"> Ability to inspire, enthuse and motivate pupils and staff Ability to work collaboratively or on own initiative The ability to think creatively and imaginatively to anticipate and solve problems and identify opportunities; Enthusiasm and a good sense of humour Willingness to be flexible Willingness to undertake further training 	<ul style="list-style-type: none"> Ability to be resourceful and creativity in planning and delivery Experience of having led a change initiative and can evaluate the impact made Successful sporting background.
Physical	<ul style="list-style-type: none"> Ability to deal with goods inwards including some physical lifting 	
Other	<ul style="list-style-type: none"> Knowledge of relevant safeguarding/child protection legislation and best practice Values and respects the views and needs of children and young people Appropriate DBS clearance (before post is taken up) 	

HOW TO APPLY

We use an application form, rather than asking for CVs for most vacancies. The application form ensures that all applicants present their information in the same standardised format and tell us only what we need to know.

Applications may be made online via the Trust website www.bestacademies.org.uk/join-us or if you prefer a Word Application Form may be downloaded from the website and emailed to HR@bestacademies.org.uk

PLEASE NOTE: The online application form cannot be saved until it is submitted. You are advised to preview the application form and prepare your answers offline before copying into the online form.

All applications must be received by the closing date of:

Closing date: Tuesday 26th March 2019

Interview date: w/c 1st April 2019

Please remember to include contact details for three referees and complete the equal opportunities monitoring form.

We are committed to the safeguarding and promotion of children's welfare and all offers of employment are subject to DBS clearance and satisfactory references.

We look forward to receiving your application.

HR Team
Bedfordshire Schools
Trust BEST House
Shefford
Road
Clifton
SG17 5QS

USEFUL LINKS



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www.gravenhurstlower.org.uk



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