



**Huxlow
Academy**

Ambition • Respect • Pride

INFORMATION FOR CANDIDATES

Huxlow Academy

Head of Social Sciences

(Teacher of Psychology - with oversight of Sociology and Health and Social Care)

Remuneration: MPS to UPS with TLR1a £9,782

TOVE
LEARNING TRUST

"Tove Learning Trust is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to demonstrate this commitment in every aspect of their work."

www.tovelearning.org.uk

WELCOME FROM KIM ISAKSEN

Headteacher, Huxlow Academy



Huxlow Academy, located in Irthlingborough, East Northamptonshire, is a medium-sized 11-18 Secondary school known for its inclusive ethos and commitment to providing the very best opportunities for our diverse student body. The strong bonds between students, staff, and the wider community make Huxlow Academy a truly rewarding and fulfilling workplace. If you are passionate about making a positive impact on young lives and thrive in a supportive team environment, I encourage you to apply.

We are currently embarking on an exciting phase of rapid improvement, driven by our unwavering commitment to excellence. Our core values of Respect, Ambition, and Pride guide us in our pursuit of continuous improvement and inspire us to set high standards.

We are committed to creating a learning environment that promotes excellence, encourages innovation, and supports risk-taking. Our teaching staff engage in ongoing professional development to ensure they are equipped with the latest research and teaching methodologies to enhance student learning experiences.

Professional Learning and Development are integral to our ethos, with opportunities for growth and innovation available for all. We are striving to provide lessons that are engaging and tailored to meet the needs of our students through collaborative working. Through partnerships with academies within the Tove Learning Trust and beyond, our staff have access to the very best educational practices.

Despite being an incredibly rewarding place to work, Huxlow is an academy on an improvement journey, and this role would be crucial for accelerating the pace of change.

I invite you to explore our website, engage with our social media channels, and, most importantly, visit us to gain a deeper insight into life at Huxlow Academy.

We are confident that you will be impressed by our academy improvement journey, and we eagerly await your application to join our team.

Please do not hesitate to contact me if you have any questions or require further information about the role or our academy.

Kim Isaksen

Headteacher - Huxlow Academy

An Introduction - Tove Learning Trust

Tove Learning Trust (TLT) is a highly successful multi-academy Trust with primary, secondary and alternative provision academies across the West Midlands, Northamptonshire and Milton Keynes. We are a cross phase trust providing a high-quality education for over 11,000 children between the ages of 4 and 18. Within our family of academies we have three primaries, nine secondaries and two alternative provision academies.

As an employer of choice, we recognise every colleague is an individual, we value diversity, and work as a team to remove barriers to equity. We know that when you are 'the best you', whatever your role is with the Trust, you will transform students' lives.

The Trust is committed to ensuring that all children achieve as highly as possible and we work hard to offer stimulating environments that enable every learner to progress and flourish. We have a small central team and a committed Board of Trustees that are focused on delivering outstanding outcomes.

We aim to have academies that are excellent communities of learning where children thrive on success. You will have access to a team of academy improvement directors specialising in Maths, English, Science, Humanities, EYFS and SEND & Inclusion.

We have a central team of professionals in Finance, HR, Estates, IT, Marketing, project management and governance to offer specialist support and guidance.

Our outcomes in the vast majority of our academies exceed national expectations and many of our academies are rated Good or better by OFSTED.

✓ Support and well-being

You will become part of a family who really look out for one another. Free access to an Employee Assistance Programme providing counselling and advice for you and your close family and access to lots of well-being support.

✓ Professional development

Your performance review is truly targeted around you and your development. We want you to be the best you can be which in turn will enhance your performance and lead to outstanding outcomes for all.

✓ Excellent pension schemes

Both pension schemes are defined benefit schemes where you build up your pension based on a fixed formula to provide a guaranteed income at retirement. You have the opportunity to see what your actual pension will be.

✓ Training School

We are a strategic partner in a teaching academy hub and can offer high quality professional development to support all stages of your career.

TOVE LEARNING TRUST SCHOOLS

📍 Northamptonshire and Milton Keynes

- The CE Academy
- Elizabeth Woodville School (North Campus)
- Huxlow Academy
- New Horizons Academy
- Rushden Academy
- Sponne School
- Wootton Primary School
- Elizabeth Woodville School (South Campus)
- Knowles Primary School
- Lord Grey Academy
- Stantonbury School
- Water Hall Primary School

📍 West Midlands

- Grace Academy Coventry
- Grace Academy Darlaston
- Grace Academy Solihull

Head of Social Sciences Job Advert



We require a talented and committed Head of Social Sciences to join our vibrant and exciting academy. The ideal candidate be a Teacher of Psychology with a passion for teaching, a commitment to academic excellence, and the ability to inspire both students and staff in the fields of Psychology, Sociology, and Health and Social Care.

You will:

- Be a Teacher of Psychology
- Provide strong leadership and guidance to the Social Sciences department, encouraging professional development and collaborative practice.
- Deliver engaging lessons that motivate and challenge students, ensuring they achieve their full potential
- Achieve outstanding student outcomes for all teaching groups, while also providing support to other students within the academy
- Work collaboratively with colleagues to enhance teaching practices and support the growth of the department
- Engage with the wider educational network within Tove Learning Trust to foster and implement best practices within teaching.

Furthermore, we are committed to fostering the growth and development of our staff. Training and development opportunities will be readily available, and we actively encourage further study.

The Trust is dedicated to supporting staff in obtaining relevant qualifications to enhance their professional journey.

If you're ready to be part of a team that is committed to shaping brighter futures for our young people, we invite you to join us at Huxlow Academy.

Responsible to: SLT

Working hours: Full time

Salary: MPS - UPS with TLR1a £9,782

Closing date: 9am - Friday 28th March

Interview dates: Week of Monday 31st March

Applications will be reviewed and shortlisted on an ongoing basis. As a result, the vacancy may be closed early if a suitable candidate is found. We encourage you to submit your application promptly to ensure consideration.

Tove Learning Trust is an equal opportunities employer. The academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post requires an enhanced DBS check.

Head of Social Sciences Job Description

The Social Sciences department at Huxlow is a collaborative and supportive team that value creativity, dedication and demonstrate a commitment to excellence. We are committed to providing an innovative environment where both students and teachers can thrive.

KEY RESPONSIBILITIES

- To develop a coherent and ambitious curriculum that builds a curiosity, excitement, and passion for Social Sciences within students at Huxlow.
- To contribute to raising standards of student attainment and build a culture of excellence in all Social Science classes.
- To monitor and support the overall progress and development of students as a Teacher/Form Tutor
- To provide a learning experience which gives the students the opportunity to achieve their individual potential.
- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support students to access the Social Sciences curriculum successfully.
- To share and support the academy's responsibility to provide and monitor opportunities for personal and academic growth.

SPECIFIC RESPONSIBILITIES

TEACHING, LEARNING AND ASSESSMENT

- To lead and manage the teaching of the subject at the school across all Key Stages and in line with the National Curriculum and Examination Board requirements.
- To ensure that schemes of work, units of work, assessments, resources and lesson plans are ambitious, fit for purpose and are reviewed regularly.
- Teach a range of classes and model best practice in learning and teaching.
- To oversee and monitor the quality of learning and teaching in Social Sciences. This will include book sampling, ensuring that work is regularly and thoughtfully marked and assessed and provides guidance on how to improve performance. This will also include observing teaching and learning within the classroom.
- To evaluate the teaching of the subject in the academy, use this analysis to identify effective practice and areas for improvement, and take action to improve further the quality of teaching.
- To produce and implement a clear vision and plan for your subject/s that ensures that all students, of all abilities, make expected progress when benchmarked against national performance data.
- To evaluate students' performance, identify clear targets for improvement and be responsible for intervention support implemented in order to achieve academy targets.
- To co-ordinate the efficient deployment of staff to ensure consistently high-quality teaching and learning in your subject/s.

Head of Social Sciences Job Description

SPECIFIC RESPONSIBILITIES

TEACHING, LEARNING AND ASSESSMENT

- Ensure that department members are kept informed about expectations, current developments in education/pedagogy and school initiatives.
- Ensure effective development of students' individual and collaborative study skills necessary for them to become increasingly independent in their work and to complete tasks independently when out of school.
- Ensure that teachers in the department are aware of its contribution to students' understanding of the duties, opportunities, responsibilities and rights of citizens.
- Ensure that teachers in the department know how to recognise and deal with stereotyping and ensure the curriculum is inclusive.

QUALITY OF EDUCATION

- To lead on the development of an ambitious, high quality and meticulously planned curriculum, which complements the whole school improvement plan.
- Ensure regular opportunities for all students to experience and develop their skills in Social Sciences beyond the classroom via visiting speakers, clubs etc.
- To lead and be accountable for the implementation and quality assurance of this curriculum.
- To keep up-to-date with evidence-based research in the subject area, including subject specific pedagogical approaches.
- To lead a team of skilled and enthusiastic teachers with vision, rigour and compassion, in transforming the lives of our young people.

- To develop a positive working environment in the subject area that supports and encourages staff development.
- To attend local network meetings and engage with other professional development opportunities.

PROFESSIONAL GROWTH

- Demonstrate an understanding of the characteristics of high-quality teaching and effective learning.
- Inspire, challenge, and motivate others to grow as teachers by modelling the principles and practice of effective learning and teaching.
- Keep up to date with curriculum and pedagogical initiatives and ensure staff are aware of these.
- Contribute to and take a leading role in the provision of high-quality subject specific professional development, to support the continuous provision of high-quality teaching and learning in the department.
- Provide guidance on the choice of appropriate pedagogical approaches to meet the needs of all pupils, including the most able, disadvantaged and SEND.
- Consider the needs of all members of staff within the department and ensure that trainees and ECTs are appropriately supported.
- Demonstrate an understanding of the principles of coaching/mentoring to support teacher development.
- Acknowledge excellence and challenge poor performance.

Head of Social Sciences Job Description

STANDARDS AND EXPECTATION

- To be responsible for overall discipline within the department, including:
 - To be accountable for the highest possible standards and expectations
 - To create a positive and efficient working environment
 - To set high expectations for student behaviour in accordance with the behaviour policy
- Ensure the department provides a purposeful and safe learning environment, including:
 - Assisting on behaviour management
 - Liaising with parents/carers in regard to ongoing behaviour and/or learning concerns in your subject
 - Meet with parents/carers to assist in upholding standards, expectation and progress
 - Supporting staff in upholding basic standards and expectations
 - Ensuring the appropriate sanctions and follow up procedures are implemented
 - Ensure staff, when filling in reports, have contacted parents/carers before awarding poor attitude to learning on reports
- To ensure effective communication and consultation as appropriate with parents/carers, including:
 - Notifying parents/carers of set changes
 - Informing parents/carers as to what their child will be learning in your subject and how they will be assessed and when
 - Expectations around homework
- To establish and implement clear policies and practices for assessing, recording, and reporting on student achievement, and for using this information to recognise progress and to assist students in setting targets for further improvement;
- To monitor and review students' progress and to implement change to ensure that pupils achieve their full potential.
- To ensure that information about students' achievements in previous classes and schools is used effectively to secure good progress in the subjects;
- To organise and lead on appropriate intervention strategies to close gaps and secure strong student outcomes and progress.
- To set expectations and targets for staff and students in relation to standards of student achievement and the quality of teaching; establish clear targets for student achievement, and evaluate progress and achievement in the subject by all students;
- To be responsible for ensuring that all pupils are entered for the appropriate examinations at Key Stage 4 and 5.
- To ensure all staff in your department comply with the academy's assessment, recording and reporting procedures.

GAP GROUPS; INCLUDING SEND AND DISADVANTAGED STUDENTS

- To ensure that the progress of students within gap groups in all years is a priority and that consistent strategies are in place to assess gaps, provide effective intervention and monitor progress towards target grades (KS4/5).
- To raise the profile of the gap group students and their attainment and progress in the department.

PUPIL PROGRESS, ATTAINMENT AND ACHIEVEMENT:

- To raise attainment, across all Key Stages and to ensure that all students make at least good progress, which is reflected in performance data.

Head of Social Sciences Job Description

- As a leader you are knowledgeable on SEND and EAL policy and practice. You create a departmental culture where roles and responsibilities for SEND and EAL provision are clear. As a result, all teachers understand and accept they are responsible for the progress of all students.
- Leadership within the department supports class teachers to support differentiation and curriculum development. You are involved in reviewing and helping teachers improve the quality of teaching for all students including those with SEND.
- To lead and monitor within the department the completion of statutory paperwork for annual reviews or PEP's.
- Interventions are planned within the department for students with PP and SEND and these are considered to be consistently good or better. Outcomes from interventions are integrated into classroom teaching and leadership monitor and QA that teachers capitalise on learning from interventions in whole class and small group teaching.
- TAs are deployed effectively, in joint consultation with the SENDCo to support SEND students.

CHARACTER EDUCATION

- To ensure the department makes an effective contribution to the wider life of the academy and the character education of students by:
 - Embedding careers education within the curriculum and organising opportunities for student to visit the world beyond the school gates, and inviting speakers in.
 - Planning interesting assemblies, national, international events linked to the department.
 - Providing inspiring wider opportunities and educational visits both linked to the curriculum and to promote a love of the subjects.
 - Providing plentiful and exciting extra-curricular opportunities linked to student voice.
 - Prompting positive parental engagement, ensuring that parents know how to effectively support their child.
 - Having an effective subject based rewards and celebration policy which is consistently applied.

OTHER DUTIES AND RESPONSIBILITIES

- To lead department meetings and attend leadership meetings as calendared to discuss policy, initiatives, and progress of students.
- To ensure that reporting to parents/carers takes place in line with academy procedures.
- To maintain and interpret data in relation to students' progress.
- To take responsibility for department budget and resourcing and maintaining records of items purchased.
- To contribute to the overall ethos, work and aims of the academy.
- To establish constructive relationships and communicate with other agencies and professionals.
- To participate in training and other learning activities and performance development as required.

Head of Social Sciences Job Description

- To recognise own strengths and areas of expertise and use these to advise and support others.
- To play a full part in the life of the school community, to support its distinctive mission and values and to encourage and ensure staff and students to follow the Huxlow Way.

The above list of job duties is not exclusive or exhaustive and the postholder will be required to undertake such tasks as may reasonable be expected within the scope and grading of the post.

Tove Learning Trust expects its employees to work flexibly within the framework of the job description. This means the post holder may be expected to carry out work that is not specified in the job description but which is within the remit of the role, duties, and responsibilities.

Tove Learning Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff & visitors to share this commitment.

It is the post holder's responsibility for promoting and safeguarding the welfare of children and young people for whom s/he comes into contact with and adhering to and ensuring compliance with the School's Safeguarding and Child Protection Policy at all times. If, in the course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the s/he must record the details and take appropriate action, according to the nature of the concern, to safeguard the young person and inform the relevant staff within academy, including the Designated Safeguarding Lead.

Identity, Prohibition, Qualification, Barred List, Enhanced DBS, Section 128, Overseas, Right to work, Reference, Criminal Record and Medical Checks are essential for all applicable posts at the School.

KCSiE Online Searches - In accordance with paragraph 221 of Keeping Children Safe in Education 2024 academis are now required, to carry out an online search for shortlisted candidates. If shortlisted for the role an appropriate online search will be undertaken on your name(s). Any information given will be treated as confidential and will only be used in relation to the post for which you have applied.

Head of Social Sciences Person Specification

	ESSENTIAL	DESIRABLE
PRE-EMPLOYMENT CHECKS		
Criminal Records	*	
Enhanced Disclosure and Barring	*	
Proof of identity	*	
Medical Questionnaire	*	
Satisfactory References	*	
QUALIFICATIONS/TRAINING		
Candidate must hold QTS	*	
EXPERIENCE		
Effective organisation, communication and administration skills	*	
The ability to use ICT to raise standards and manage the department		*
Is committed to and meets all the requirements for safeguarding children	*	
COMPETENCIES AND PERSONAL ATTRIBUTES		
A highly effective classroom practitioner with experience of teaching Psychology at KS5	*	
A clear understanding of what constitutes effective learning	*	
A commitment to work with other teachers in the curriculum area.	*	
Excellent subject knowledge and a clear understanding of recent subject developments.	*	
High standards of classroom management and a willingness to share practice and ideas.	*	
The ability to be a good Form Tutor	*	
A commitment to Inclusion	*	
An enthusiastic practitioner able to inspire learning through excellent teaching	*	
The capacity to interpret data in order to monitor progress and identify intervention strategies.	*	
A commitment to developing their own pedagogy and that of others.	*	
Work in accordance with the Trust's values and behaviours	*	
Eligible to live and work in the UK	*	
Willing to work flexibly in accordance with policies and procedure to meet the operational needs of the Trust	*	
A commitment to continuing personal development and training	*	
A commitment to safeguarding and promoting welfare of children and young people	*	

How To Apply/ Recruitment Process

TO APPLY

To apply, please forward a completed application form to s.earby-martin@huxlow.northants.sch.uk

For candidates invited to interview, these responses will be explored further, together with the other elements of the Person Specification.

All applications will be acknowledged.

THE RECRUITMENT PROCESS

We will treat all enquiries, formal and informal, in confidence.

If candidates wish to visit Huxlow Academy arrangements can be made by contacting the Huxlow Academy HR Manager - Sonya Earby-Martin.

Please contact Sonya by email at s.earby-martin@huxlow.northants.sch.uk who will make the necessary arrangements.

THE CLOSING DATE FOR APPLICATIONS

Friday 28th March

INTERVIEWS

Week commencing
Monday 31st March

FURTHER INFORMATION

Should you have any queries or issues with the dates outlined above or would like a confidential conversation, then please contact Sonya Earby-Martin, HR Manager on [01933 650496](tel:01933650496) (s.earby-martin@huxlow.northants.sch.uk).

Tove Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post is subject to an enhanced Disclosure and Barring Service (DBS) clearance check.

References will be taken up for all shortlisted candidates prior to interview. The trust reserves the right to research shortlisted candidates on social media platforms and the internet, and the recruitment panel may take this information into consideration during the recruitment process.