



Northern
Lights
LEARNING TRUST

Head of Area- Design and
Technology
IAN RAMSEY CE ACADEMY

APPLICATION PACK



Northern Lights



We are a Multi-Academy Trust currently comprising ten schools – primary and secondary – and over 4,200 children and young people in an area stretching from Teesside through to Wearside.



We are a Teaching School Hub, one of 87 DfE centres of excellence for teacher training and development, focused on some of the best schools and multi-academy trusts in the country.



We are an Early Years Stronger Practice Hub, set up by the DfE to provide advice, share good practice and offer evidence-based professional development for early years practitioners.

OUR SCHOOLS



Benedict Biscop CE Academy
Sunderland



Dame Dorothy Primary School
Sunderland



Grange Primary School
Hartlepool



Hart Primary School
Hartlepool



Holley Park Academy
Washington, Sunderland



Ian Ramsey CE Academy
Stockton-on-Tees



St Aidan's CE Academy
Darlington



St. Helen's Primary School
Hartlepool



St. Peter's Elwick CE Primary School,
Hartlepool



Venerable Bede CE Academy
Sunderland

Every Northern Lights school has its own values and its own vision and that's really important to us because all of our schools are there to serve our community but equally, our Trust is there to serve each other.

We do that with humility and with an openness because at Northern Lights it's not all about the academic – that is really important to us – but we know, as a Trust, we are successful if we have ensured that in an holistic way our children and young people have had every opportunity to experience, to flourish, to thrive, to understand the wonder and the joy of the world around them.

- Jo Heaton OBE, Chief Executive, Northern Lights Learning Trust

Welcome from the CEO



Thank you for your interest in the position of Head of Area in Design & Technology within Northern Lights Learning Trust.

We are a growing Multi-Academy Trust that is currently made up of 3 secondaries and 7 primaries across Wearside and Teesside, with our central offices based in Seaham. We educate over 4200 pupils and employ over 550 members of staff and serve a diverse range of schools and communities. Each of our schools have their own individual ethos, values and vision, which sit together as part of our Northern Lights vision of 'Shining Together and Stronger Together'. As a CofE MAT, our schools are a mixture of Church and non-Church schools that range in size and levels of disadvantage. We see this diversity as a real strength to learn from and work with each other.

As a Multi-Academy Trust, we are at the heart of the current educational landscape, as a designated DfE Centre of Excellence as a Teaching School Hub and DfE Early Years Hub, responsible for teacher development across all ages and phases of education, working with over 300 schools. We are collaborative in our approach and value professional development highly in all we do.

We seek to be an employer of choice, with 100% of staff satisfaction in our latest survey, '*I am proud to work for a forward-thinking Trust who put people development at the heart*'. We seek to support our staff to develop and thrive.

We are looking for someone whose values align with us as a Trust and has the drive and ambition to work collaboratively to provide the best opportunities and outcomes for our young people.

We look forward to receiving your application.

Yours faithfully

Jo Heaton
Chief Executive Officer



Welcome from the Headteacher

It is my pleasure to welcome you to Ian Ramsey CE Academy, where I am privileged to have been recently appointed to the post of Headteacher.

Ian Ramsey CE is a popular and oversubscribed secondary school at the heart of the Stockton community and its surrounding villages. There are approximately 1187 pupils on roll in years 7-11. In 2022, Ofsted described our academy as a place where 'Pupils and staff have positive relationships. There is an inclusive culture built on a Christian ethos.'

The Christian ethos shapes the daily culture of our school so our children feel safe and are cared for. Our Academy's mission statement, '**Together to learn, to grow, to serve**', encompasses our commitment to ensuring all members of our community use the gifts we have been given to serve others to learn as individuals and build the confidence to achieve their aspirations.

We provide a broad and inspiring academic experience, which is interesting, challenging, and relevant to the needs of our pupils. We want all our children to reach their full potential, to give them the opportunity to flourish, to recognise and develop their individual gifts and talents and approach the outside world with confidence. Our DEEP curriculum, offers all pupils a first-class education based on high-quality teaching and a range of experiences outside of the classroom.

The 2024/25 academic year will be an exciting one for all those involved. Whilst the most recent Ofsted inspection judged the academy to be 'good' in all areas, there is still so much potential that is yet to be recognised and harnessed.

Each member of staff plays an essential role in the day to day running of the school and each can positively impact the children and young people in our care; the post of Head of Area in Design & Technology will be no different and is a vital role in the whole academy team.

Thank you for your interest in our academy.

Kind regards

Donna Park
Headteacher

Head of Area: Design & Technology

Permanent position required for September 2025
Main scale/UPS 1-3 Plus TLR1a

IAN RAMSEY CE ACADEMY

Ian Ramsey CE Academy is seeking to employ a dynamic, outstanding professional who will inspire and motivate all within our school community.

The role of Head of Area is a fantastic opportunity for a strong, talented, and experienced school leader to work in partnership with families, staff, and pupils to create a high-performance culture where achievement, excellence and inclusion are embedded into everything we do.

Do you...

- Have a proven track record of success, leading change within a key school area?
- Have experience of leading and managing teams of staff within school?
- Want to inspire and motivate colleagues and pupils alike?
- Have a desire to remove barriers to learning for children such as attendance, behaviour, and welfare?
- Can communicate well with parent/carers, staff, and pupils?
- Offer high quality pastoral care?
- Understand what it takes to ensure that quality first teaching is an experience for both pupils and staff?

If so, we would really welcome your application.

In return you will receive:

- A supportive working environment that puts people at the heart of the organisation
- The opportunity to work as part of a growing Trust and shape this role
- Continuous professional development
- National Terms and Conditions of Employment
- Teachers' Pension Scheme/ Local Government Pension Scheme

Employee welfare package through Education Mutual including:

- 24-hour GP access
- Nurse support service
- Mental health services, including stress management, mental health first aid training and bereavement support
- Free Flu vaccinations
- Counselling Services
- Physiotherapy
- Financial wellbeing coaching
- Maternity and Paternity support
- Menopause support
- Access to useful wellbeing resources

Employee benefits package through Vivup including:

- Cycle to work scheme
- Lifestyle savings including discounts on shops, food and drink and days out

CLOSING DATE: - 16th April 2025

Applications must be received by: Noon, 16th April 2025

Shortlisting will take place on: 28th April 2025

Interviews will take place on: w/c 28th April 2025

HOW TO APPLY:

Applications should be submitted online through your Every portal, or if you prefer you can submit through post to Recruitment, Northern Lights Learning Trust, Spectrum Business Park, Lighthouse View, Building 2, Seaham, SR7 7PR

Applications will only be considered on receipt of an application form, CV's and other forms of application will not be accepted. For further information, or if you would like to arrange a visit to the school, please contact us on recruitment@nllt.co.uk

JOB DESCRIPTION

POST:	Head of Area: Design & Technology
RESPONSIBLE TO:	A Member of the Senior Leadership Team
RESPONSIBLE FOR:	All staff within the department
SALARY BAND:	Main scale/UPS plus TLR1a
START DATE:	September 2025

Purpose of role:

- Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD).
- Implement and deliver an appropriately broad, balanced, relevant, and differentiated curriculum for pupils and to support a designated curriculum area as appropriate.
- Monitor and support the overall progress and development of pupils as a teacher/ Form Tutor.
- Facilitate and encourage a learning experience which provides pupils with the opportunity to achieve their individual potential.
- Share and support the Academy's responsibility to provide and monitor opportunities for personal and academic growth.
- Act as a role model.
- To safeguard and promote the welfare of children for whom you have responsibility or meet and to including adhering to all specified procedures.
- To work with colleagues contributing to academy improvement and building effective teams.
- Contribute to the overall ethos, work, and aims of the Academy and Trust

Operational/Strategic:

- Assist in the development of the Curriculum Area and Department.
- Plan and prepare courses and lessons.
- Implement Academy Policies and Procedures
- Contribute to the whole academy's planning activities

Curriculum Provision and Development:

- Assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of pupils, examining and awarding bodies and the academy's Mission and Strategic Objectives

Development:

- Take part in the academy's staff development programme by participating in arrangements for further training and professional development.
- Continue personal development in the relevant areas including subject knowledge and teaching methods.
- Engage actively in the Appraisal process.
- Ensure the effective/efficient deployment of classroom support.
- Work as a member of a designated team and to contribute positively to effective working relations within the academy.

Quality Assurance:

- Help to implement academy quality procedures and to adhere to those.
- Contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed academy procedures, including evaluation against quality standards and performance criteria. To seek/implement modification and improvement where required.
- Review from time to time methods of teaching and programmes of work.
- Take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the academy.

Management of Information:

- Maintain appropriate records and to provide relevant accurate and up-to date information for MIS, registers, etc.
- Complete the relevant documentation to assist in the tracking of pupils.
- To track pupil progress and use information to inform teaching and learning.

Communication:

- To communicate effectively with the parents of pupils as appropriate.
- Where appropriate, to communicate and co-operate with persons or bodies outside the academy.
- To follow agreed policies for communications in the academy.

Liaison:

- To take part in liaison activities such as parents' evenings, review days and liaison events with partner schools.
- To contribute to the development of effective subject links with external agencies.

Inclusion:

- Continuously assess pupils, provide feedback, set targets and ensure they know how to improve
- Work with inclusion team to address issues of misbehaviour
- Promote the use of Behaviour Management
- Set a good example to pupils through presentation, personal and professional conduct

Teaching and Learning

- To teach pupils according to their educational needs, including the setting and marking of work to be carried out by the pupil in school and elsewhere.
- To assess, record and report on the attendance, progress, development and attainment of pupils and to keep such records as are required.
- To provide, or contribute to, oral and written assessments, reports and references relating to individual pupils and groups of pupils.
- To ensure that ICT, Literacy, Numeracy and academy subject specialism(s) are reflected in the teaching/learning experience of pupils.
- To undertake a designated programme of teaching.
- To ensure a high-quality learning experience for pupils which meets internal and external quality standards.
- To prepare and update subject materials.
- To use a variety of delivery methods which will stimulate learning appropriate to pupil needs and demands of the syllabus.
- To maintain discipline in accordance with the academy's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.
- To undertake assessment of pupils as requested by external examination bodies, departmental and academy procedures.
- To mark, grade and give written/verbal and diagnostic feedback as required.

Leading and Managing Staff and Resources:

- To ensure that all staff within the curriculum carry out the duties and responsibilities expected of them in line with National standards and academy policies and procedures, providing the necessary induction, training and support where required either directly or through other members of the team.
- To meet staff in your own subject in line with the academy's line management arrangements.
- To meet with and hold individual teachers to account for the progress of pupils.
- To ensure that appropriate work is set for classes where a member of staff is absent in your own subject, where necessary.
- To ensure all staff are aware of the policies and procedures for all external assessment and that these requirements are met.

- To carry out return to work interviews for staff in line with the academy's Staff Absence Policy.
- Carry out the appraisal of staff under your line management. Work with those responsible for appraisal to ensure the process is robust and completed in line with academy policy and procedures.
- Co-ordinate CPD in the curriculum area ensuring all staff have access to suitable training and support and thus maintain up to date subject knowledge for all members of the subject team.
- To support ECTs and ITT students within the subject area in line with whole academy policies.
- Manage your own subject's annual budget and monitor the budget of other subjects within your curriculum area.
- To ensure the physical learning environment is respected by staff and pupils and that the relevant members of the SLT are made aware of any defects.

Additional Duties:

- To participate fully in community activities, developing the ethos of the academy and promote the vision 'Together to learn, to grow, to serve.'

Undertake any other reasonable professional task as directed by the Headteacher, commensurate with your role.

The duties outlined above are the main ones considered essential to the role but are not exhaustive.

PERSON SPECIFICATION: HEAD OF AREA – DESIGN & TECHNOLOGY

CATEGORY	ESSENTIAL	DE SIRABLE	METHOD OF ASSESSMENT
APPLICATION FORM	1. Completed NLLT application form (A) 2. Well-structured application, outlining suitability for the post (A) 3. Fully support references (A)		Application
QUALIFICATIONS	4. Qualified Teacher Status (A) 5. A good quality honours degree, or equivalent (A) 6. A good knowledge and understanding of current educational issues 7. Evidence of recent relevant professional development		Application
EXPERIENCE	8. Evidence of good/outstanding classroom practice 9. Teaching experience/or ability to deliver DT at secondary level 10. Effective relationships with pupils, parents and	11. Experience curriculum development	Application Interview References

	staff, commanding their confidence		
SKILLS AND KNOWLEDGE	<p>12. Innovative approach to classroom practice and exceptional teaching skills</p> <p>13. Ability to interrogate departmental data to track pupil progress and attainment</p> <p>14. Ability to review and evaluate the efficacy of all activities</p> <p>15. Ability to challenge and inspire colleagues to achieve outstanding practice</p> <p>16. Ability to effectively manage change</p> <p>17. Outstanding communication and interpersonal skills</p> <p>18. Organisation al skills of a high order; able to multi-task and prioritise effectively</p> <p>19. Ability to manage people, projects and resources effectively</p> <p>20. Ability to work on own</p>		<p>Application</p> <p>Interview</p> <p>References</p>

	<p>initiative or as part of a team</p>		
<p>PERSONAL QUALITIES</p>	<p>21. High levels of enthusiasm, motivation, and a commitment to working with children (I, R) 22. Excellent attendance and punctuality 23. “Professional” role model 24. High expectations of others 25. Innovative and able to stimulate initiative in others 26. Forms and maintains appropriate relationships and personal boundaries with pupils 27. Absolute commitment to pupils and their learning above all else 28. Passion for learning 29. Relentless determination and commitment to constant review and refinement 30. Drive, high expectations and a commitment to</p>		<p>Application Interview References</p>

	<p>achieving standards of excellence</p> <p>31. Personal integrity and honesty</p> <p>32. Keen eye for detail</p> <p>33. Diligence and ability to sustain work ethic</p> <p>34. Emotional resilience and ability to work under pressure</p> <p>35. Ability to motivate self and others to work effectively as an individual and a team member</p> <p>36. No adverse criminal or professional record</p>		
OTHER	<p>37. Recommendation from both referees.</p> <p>38. Fully enhanced DBS clearance with children's barred list check</p>		<p>References</p> <p>Enhanced DBS certificate</p>

Ian Ramsey CE Academy, part of the Northern Lights Learning Trust, is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

References:

References will be requested prior to interview, unless there are exceptional circumstances, and the applicant does not give consent to do so on the application form. Please contact us to discuss further if you do not consent.

DBS:

Northern Lights 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. An application for a DBS certificate will be submitted for all candidates once they have been offered the position. For posts in regulated activity, the DBS check will include a barred list check. During the recruitment process, any offences, or other matters relevant to the position will be considered on a case-by-case basis.

Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure.**Safeguarding:**

Northern Lights Learning Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Everyone who comes into contact with children and their families and carers has a role to play in safeguarding children. To fulfil this responsibility effectively, all professionals should make sure their approach is child centred. This means that they should consider, at all times, what is in the best interests of the child.

Pre-employment occupational health:

Pre-employment occupational health checks are an essential part of the selection and recruitment process to assess if any reasonable adjustments are required. In some circumstances, an appointment with Occupational Health may be required to assess fitness for the role.

Equal opportunities:

Northern Lights Learning Trust are an equal opportunity employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community. Applicants with disabilities will be granted an interview if the essential job criteria are met.

Details of the school can be found on the school website: <https://www.ianramsey.org.uk/>