



# Phase Leader for Science, Design Technology and Food

## Information Pack

Transforming Lives

[fullhurst.leicester.sch.uk](http://fullhurst.leicester.sch.uk)



# Introduction



Dear Applicant,

It is with great pleasure that I introduce myself as the Executive Headteacher of Fullhurst Community College. Thank you for expressing your interest in becoming a part of our school community.

Fullhurst Community College is committed to creating a supportive and inclusive learning environment for our 1500 students, aged 11-16 years. We take pride in offering the highest quality education and personalised learning pathways for every student, a commitment recognised in our recent Ofsted Inspection (September 2023): “Dedicated staff at the school have worked hard to create an inclusive culture.”

Our primary objective is to shape successful, confident, and responsible individuals, equipped with both academic qualifications and essential personal and social skills.

Acknowledged by Ofsted, our broad and varied curriculum ensures that all students have opportunities to realise their aspirations. “The school has planned an ambitious curriculum to meet the needs of all pupils.”

The core values of Respect, Kindness, Determination, and Unity are integral to our success in enabling students to exceed their potential. “These values underpin the strong relationships pupils have with staff and each other. Pupils respect diversity.” (Ofsted September 2023).

Our commitment to excellence extends to equipping our staff with the necessary tools and materials for delivering high-quality education from the start of their career.

Our state-of-the-art facilities at Fosse and Imperial Campuses cater to the diverse needs of our student body, contributing to our ‘good’ rating across all areas by Ofsted (September 2023).

If you are enthusiastic about contributing to our ongoing success and making a positive impact on the lives of young people, we warmly welcome your application.

We look forward to the possibility of welcoming you to our team of dedicated staff.

Yours sincerely,

**Christina Bailey**  
Executive Headteacher

# Our School Values



**Kindness, Respect, Determination and Unity. These values are central to everything we do and underpin our vision for both staff and students. At the heart of our work is a commitment to inclusivity, and our belief that education has the power to transform lives. We want this to be clearly reflected in our recruitment materials.**

At its core our vision for our school, students and staff is built on inclusivity. At Fullhurst Community College, we are committed to providing the highest quality of education for every student in a supportive environment. We strive to provide access to different opportunities for our students, both inside and outside of the classroom, which will have a positive impact on their life. We believe that education can transform the lives of the students that we serve.

We are proud of our emphasis on a broad and balanced curriculum that promotes independence, creativity and enjoyment and are committed to providing high quality teaching that aims to ensure individual needs are met and that students can make progress, fulfil their potential and experience success. There is a drive to celebrate success and take pride in the achievements of our students.

We want our students to leave our school as successful, confident and responsible young people equipped with the academic qualifications, as well as the personal and social skills, that will enable them to make a positive contribution to society. Our core values of Respect, Kindness, Determination and Unity are key to us achieving and enabling our students to meet and exceed their potential.

**As a school we have created definitions for our school values:**

## **RESPECT**

We treat ourselves, each other, our school community and the world around us with care

## **KINDNESS**

We treat others as we would like to be treated ourselves

## **DETERMINATION**

We try our best in everything we do, every day

## **UNITY**

We will work together and succeed together

**Our school values are reinforced through the key messages that students see and hear whilst they are at school.**

# Why Fullhurst?

At Fullhurst Community College, we believe in supporting, inspiring and developing every member of our team. When you join us, you become part of a vibrant, inclusive and ambitious school community where your work truly matters.

## **INCLUSIVE AND SUPPORTIVE CULTURE**

A welcoming and diverse environment where staff are valued and supported at every stage of their career.

## **COMMITMENT TO PROFESSIONAL DEVELOPMENT**

Access to high-quality CPD, leadership development opportunities, and pathways for career progression.

## **STRONG SCHOOL VALUES**

Our core values – Respect, Kindness, Determination and Unity – shape everything we do and create a positive, purposeful school culture.

## **MODERN TEACHING FACILITIES**

Two well-equipped campuses – Fosse and Imperial – providing dynamic and inspiring learning spaces for staff and students.

## **STUDENT-FOCUSED VISION**

A shared belief that education transforms lives, with a focus on providing meaningful opportunities both in and outside the classroom.

## **STAFF WELLBEING PRIORITISED**

Wellbeing initiatives, supportive leadership and a healthy work-life balance embedded in our approach.

## **TEAM ETHOS**

A collaborative and motivated staff team, working together to ensure every student thrives.

## **MAKING A REAL DIFFERENCE**

Be part of a school with high aspirations, where your contribution helps shape the futures of the young people we serve.

# Fosse Campus



# Imperial Campus



# What We Can Offer You?



A comprehensive induction process.



Commitment to providing a supportive and developmental culture for all staff, through an extensive CPD programme.



Dedicated time is set aside for the department to plan collectively and therefore reduce workload.



We do not conduct formal lesson observations.



We're committed to equality and diversity; this is an area of responsibility for a member of our SLT and a linked Governor.



Free access to our fully equipped on-site gym and preferable rates for college facilities hire.



Vivup counselling service offering telephone or face-to-face appointments, 365 days a year.



Eye care vouchers - help with your eye care if your work involves significant periods of time looking at a computer screen.



Annual flu jab - to protect against those winter germs.



We provide a wide range of activities and events for staff to relax and enjoy across the year.



Cycle to work scheme - designed to promote healthy travel to work and reduce carbon footprint.



Free electric car charging.

# What Staff Have To Say

“Since joining as a fresh-faced NQT in 2012, I have seen Fullhurst go from strength to strength. The staff working here are an incredible team, which is reflected in the results, which continue to improve year on year. I have had the pleasure of teaching a diverse range of amazing young people at Fullhurst, many of whom still have strong ties to the college and keep us updated on their successes. Hearing about these positive outcomes is so rewarding and a big part of why I am still enjoying my time here later I am still proud to be part of the team.

As the college expands and very excited to see what happens in the future.”

**Mr T Jones** Phase Leader Year 7 & 8 for Communications

“I started working in education in 1992 as a teaching assistant in a primary school. In 1994, I began working as a TA at a secondary school mainly with two students with SEN, this was a very unusual role at the time. When the students left I became a science technician at the school.

I joined Fullhurst Community College as a science technician in 2005. I have seen lots of changes over the years, for the better. I have been through several Ofsted visits with the college attaining higher outcomes each time.

Working here is very rewarding, the staff are a great team, working together for the benefit of our students both academically and in their own personal development. Expectations of students are high and staff work together to help them achieve their best. Fullhurst is also a fun place to be!”

**Mrs T Kirk** Science Technician



# What Staff Have To Say

“I joined Fullhurst Community College straight after a successful School Direct programme and completed my NQT year here. Fullhurst have a fantastic NQT programme where you gain outstanding support to help you develop to become the best teacher you can. Two years later I was fortunate to be offered the position of Head of Physical Education and am now a Standards Leader. The reason I applied to work at Fullhurst is the ethos of transforming lives. I believe that as a teacher and a leader, you can provide every student with equal opportunities so that they can reach their full potential and that is exactly what Fullhurst offer. Working with a variety of students from completely different backgrounds, I find to be very rewarding and enjoyable. Every day something new can happen which keeps you on your toes! I love working here because you feel like you make a real difference to our students’ lives in both their academic and personal development.”

**Miss M Bird**, PE Teacher and Year 7 Standards Leader

“I joined Fullhurst in 2014 as a Curriculum Leader in the Mathematics & ICT Faculty. I have been supported effectively throughout my time at the college which has allowed me to professionally develop quickly as an individual and enabled me to make a bigger impact on the outcomes of our students. It is clear that Fullhurst is relentlessly driven by a clear moral purpose of improving the life chances of all of our students. This is done not only through the curriculum we deliver but the huge variety of extra-curricular opportunities on offer.

I am proud to be a part of the positive impact that Fullhurst Community College has on students, staff and the community”.

**Mr S Willcock**, Senior Deputy Headteacher



# What Staff Have To Say

“I started working at Fullhurst Community College as the Standards and Progress Leader for Maths and ICT in September 2016. I was then promoted to be Curriculum of Maths. Having worked previously as a second in department at a different school in the city, I was ready to influence students’ lives on a wider scale and this seemed the best opportunity to do so.

When I stepped into Fullhurst Community College, I knew that this was where I wanted to work. The college’s goals fall in line with my personal goal as a facilitator of learning, which is that ‘every child irrespective of their background has the right to achieve and do well to the best of their capability’. The belief that teachers have in their students is the driving force behind our success. Students know that you genuinely want them to do well, and this dedication from both parties brings about the brilliant results the college continues to achieve. Staff development is also at the forefront of the leadership team and at Fullhurst I have been given opportunities to embark on courses to improve my leadership skills.

Students at Fullhurst genuinely want to do well and the college provides them with the environment to do so. It is amazing to be part of the success story of a college which improves the lives of students in their community, giving them a chance to stand tall as equals with students from all over the country.”

**Mrs V Adeniyana**, Associate Assistant Headteacher for Maths and Computing



# Recruitment Advertisement

**Post title:** Phase Leader for Science, Design Technology and Food

**Salary:** L6-L11 (£58,569 - £66,368 per annum)

**Contract type:** Full time and permanent

**Line Managed by:** Assistant Headteacher

**Responsible to:** Executive Headteacher

**Closes:** 27<sup>th</sup> April at 9am

**Subject specialism required for this role is Science.**

**We are incredibly excited to advertise the role of Phase Leader for Science, Design Technology and Food. The role is a great opportunity for stepping into a leadership role with departmental responsibilities.**

As a Phase Leader, you will lead the curriculum, teaching, learning and assessment of either Years 7 and 8, 9 and 10 or 11. Your leadership will extend beyond any single department, as you will oversee a number of subjects and be responsible for the line management of the teachers and support staff in your phase. From curriculum development to teaching and learning practices, you will lead by example, ensuring that our school remains at the forefront of educational excellence.

As a Phase Leader you will actively engage in school-wide quality assurance efforts, ensuring that rigorous standards are upheld across all areas. Your commitment to our students will be paramount, as you work diligently to create a nurturing and inclusive environment for them providing both curriculum and extra-curricular opportunities.

As a member of our extended leadership team, you will participate in strategic and operational meetings, contributing to decision-making processes and fostering a culture of collaboration, innovation, and continuous improvement.

If you are interested in becoming a leader with a passion for excellence and a drive to inspire positive change for students, we would welcome your application.

Fullhurst Community College is a multi-award-winning secondary school for 11-16-year-olds based across two impressive campuses in Braunstone, Leicestershire. Our school is dedicated to our local community, and we passionately believe in transforming the lives of young people from one of the most deprived communities in the UK by ensuring that every student has the very best life chances made available to them.

Further details about the role, including the full information pack and application form are available from the attachments section. A cover letter detailing why you are a suitable candidate for the position should accompany your completed application.

**As this is a unique role to our school we would encourage you to contact us about this role and also take up the opportunity to visit the school before you apply.**

# Recruitment Advertisement

## **SAFEGUARDING STATEMENT**

We are committed to keeping children and young people safe from harm and abuse and to promoting their welfare, and we expect that everyone who comes to work for us will share the same commitment. Fulfilling this responsibility includes making sure that our recruitment process includes a range of measures to identify those who may be unsuitable to work with children and young people. In addition, all roles within the school/college are covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, and are subject to an enhanced Disclosure and Barring Service (DBS) check. These posts may also be subject to further DBS re-checks at appropriate intervals. Further information about what the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 means for applicants is provided on the Application Form. Please note that having a criminal record is not an automatic bar from working with us: whether or not your criminal record has a bearing on the post you have applied for will be carefully considered as part of the recruitment process. This may involve a discussion with yourself about the circumstances and background to your offences.

# Job Description

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## FRAMEWORK

To work within the framework of the teachers' pay and conditions (as per leadership), current legislation and the policies of the college.

## CORE PURPOSE OF THE ROLE

To share in the leadership of the college by working in partnership with the Executive Headteacher and other senior leaders to provide an excellent education for all students through the aspects of college life for which you are accountable. To work with all stakeholders to ensure that all students are supported in order to maximise their progress.

There will be a specific focus on:

- A specified curriculum area
- A specified phase

## KEY RESPONSIBILITIES

- To implement the vision for the curriculum area effectively communicating this to all staff, students, governors and stakeholders
- To line manage specified teaching and support staff within the department
- To ensure the day-to-day operations of all subjects in the department within a specified phase (including cover for staff absence, staffing concerns and parental complaints)
- To lead the development and implementation of the curriculum within all subjects in the department within a specified phase
- To lead high quality Teaching and Learning within all subjects in the department within a specified phase
- To lead the assessment strategy within all subjects in the department within a specified phase
- To lead effective quality assurance within all subjects in the department within a specified phase
- To lead effective and accurate analysis of data, including reporting at all levels within a specified phase
- To plan and implement informed interventions to ensure progress of groups or individual students within a specified phase

# Job Description

- To provide effective and timely communications with parents/carers and other external stakeholders
- To lead on effective deployment of staff within all subjects in the department within a specified phase
- To lead on effective wellbeing strategies with staff in the department
- To revise and update school policies, procedures and Health and Safety guidance relevant to your department
- To lead the effective marketing of good practice and student achievement across all subjects in the department within a specified phase
- To contribute to the development of links with other schools including feeder primary schools, other providers and the community
- To effectively identify and manage resourcing requirements for all subjects in the department within a specified phase
- To lead and develop an inclusive extra-curricular offer within a specified phase
- To appraise allocated staff within the department
- To contribute to cross-curricular work including PSHE, Citizenship, Careers and the whole school tutor programme
- To lead department meetings under the direction of the Associate Assistant Headteacher

# Job Description



## LEADERSHIP AND MANAGEMENT RESPONSIBILITIES

- To have an expert knowledge and understanding of subjects and curriculum within the department
- To keep up to date with national guidance and developments and implement changes as required
- To take responsibility for own professional development and to ensure the sharing of best practice with all relevant staff
- To contribute to effective whole school quality assurance
- To support and challenge behaviour across the school
- To support and challenge attendance across the school
- To contribute to school evaluation and development planning
- To uphold all college policies and procedures
- To promote the inclusive ethos of the school
- To perform duties effectively to challenge standards and ensure the health and safety of all students at all times
- To attend strategic and operational meetings as required
- To attend parents evenings and college events as directed
- To support centralised detentions as directed
- To support in examinations and assessments across the school as directed
- To be a visible presence during all unstructured times including all lesson changeovers
- To deliver extra-curricular and additional opportunities outside of the students timetabled school day
- To provide on call support across the whole school as required
- To be flexible within your role and prioritise tasks to meet the demands of the school

## DUTIES AS A CLASSROOM TEACHER

Phase Leaders will be expected to teach across the age and ability range in accordance with the job description for a classroom teacher, including:

- Teaching in an agreed curriculum area
- Planning structured lessons that meet the needs of individual students and sharing plans and teaching resources with colleagues
- Maintaining records, marking and assessment of students' work according to college and departmental policies, external examination and national curriculum requirements
- Reporting on students as required by the college policy and national curriculum requirements

# Job Description



- Using college procedures to maintain your teaching area/s to a standard that motivates students and meets health and safety requirements
- Following safe working practices in all your teaching and duty situations
- Supporting the tutorial system as required

**While every effort has been made to explain the main duties and responsibilities of the post, each individual task is not identified.**

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

The post-holder will be expected to carry out tasks/duties as directed by the Executive Headteacher that are commensurate with the responsibilities of a member of the college Senior Leadership Team.

# Person Specification

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## QUALIFICATIONS

Essential	Desirable
Qualified teacher status	Evidence of recent and relevant professional development or training

## EXPERIENCE

Essential	Desirable
A sustained successful track record of leadership	Experience of working in partnership with wider stakeholders and external agencies
Proven experience of raising standards across a team of staff	
Experience of staff management and effective team leadership	

## PROFESSIONAL KNOWLEDGE AND UNDERSTANDING

Essential	Desirable
Knowledge of comparative data for target setting and analysis of performance	
Knowledge of current curriculum developments at both Key Stages 3 and 4	

# Person Specification

Essential	Desirable
Knowledge of current developments in effective teaching and learning	
Knowledge of broader educational issues e.g. Special Educational Needs and Disabilities (SEND), Careers Education, Information, Advice and Guidance (CEIAG), Pupil Premium etc.	
Understanding of the process of strategic planning	

## SKILLS/ABILITIES

Essential	Desirable
Excellent classroom practitioner	
Effective communicator	
Good ICT skills	
Excellent team player with the ability to lead, motivate and inspire others	
An ability to successfully think creatively, solve problems and offer solutions	
An ability to successfully set, monitor and evaluate targets and action plans	
An ability to meet deadlines, work under pressure and establish priorities	
An ability to successfully make decisions based on rigorous self-evaluation	

# Person Specification

## PROFESSIONAL KNOWLEDGE AND UNDERSTANDING

Essential	Desirable
Good attendance and punctuality record	
Demonstrate enthusiasm and energy for leadership	
Commitment to supporting all students and the full life of the college	
Professional appearance and manner that reflects well on the college	
Approachable, trustworthy and reliable	
Ambitious, hard-working and diligent	
Friendly, supportive, challenging and caring	
Demonstrate confidence, positivity and authenticity	
To be adaptable, flexible and responsive to change	

## EQUAL OPPORTUNITIES

Essential	Desirable
Must be able to recognise discrimination in its many forms and willing to put the college's equality and diversity policy into practice	
Commitment to equal opportunities and equal value for all students	

## EQUAL OPPORTUNITIES

Essential	Desirable
Able and willing to attend/achieve further training/ qualifications where appropriate	
Must satisfy relevant pre-employment checks. An Enhanced DBS (Disclosure and Barring Service) statement will be obtained for the successful applicant	



