

Job Application Pack



Attainment and Achievement
through Creativity, Collaboration and Character

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A Northern Education Trust
Academy



Welcome from the Head of College:

I would like to offer you a warm welcome and my sincere thanks for expressing an interest in joining our community at Dyke House Sports & Technology College. I am hugely proud to be the Head of a dynamic institution, which defines itself by high expectations and continual improvement on both an individual and organisational scale. Dyke House is a unique place to study and work, with a clear vision of academic excellence and holistic success. Developing lifelong learners with high aspirations for themselves and the society in which they live is a vitally important part of a Dyke House education. We are proud to offer our students a myriad of opportunities, from academic to sporting, political to cultural; our students are represented in every sphere. Crucially, we work to develop reciprocity with our students; with opportunity comes the responsibility to work hard and engage with the world around them.

Exceptional teaching and learning is central to everything we do. The staff at Dyke House work hard to ensure all students enjoy their learning experiences and secure high levels of progress, regardless of their background. More importantly however, at Dyke House we begin with the end in mind and our academic, cultural and emotional expectations reflect this. Those leaving the college at the end of their time with us must be prepared to pursue their academic studies at undergraduate level, advance onto professional careers and become productive members of society. It is our core belief that every student has the innate ability to succeed, and we enact this belief every day in order to ensure that it becomes a reality.



Education in its truest form is the exploration of that which is unknown and we pride ourselves on supporting our students to adventure across the continuum of knowledge. Recently, Dyke House has enjoyed both academic and sporting success that has led to national recognition. We have continued to develop an extra and supra curricular programme across subjects, with the emphasis always on developing a love of learning and building the cultural capital of our students. In an increasingly global society, we are determined that Dyke House students will excel on a local, national and international stage.

I invite you to join our community, as we continue on our journey. In order to produce exceptional students, we must have exceptional staff and our investment is a reflection of this. Whatever the post, there is a clear professional development route map and we actively encourage leadership and risk taking at all levels. Innovation is the only way to meet the demands of the future and we embrace this spirit wholeheartedly in both staff and students.

Proud as I am of the college we have now, I am prouder still of our vision for the institution we strive to become. I hope you will join us to drive this vision forward and to ensure that the Dyke House of the future is an even better place to shape young lives and develop extraordinary staff.

Andrew Murphy
Head of College

Northern Education Trust

Northern Education Trust is a not-for-profit educational charity which sponsors Dyke House Sports & Technology College. It is a nationally recognised and trusted academy sponsor with an excellent track record. It has a vast experience of school improvement and has, in addition a wide range of expertise and specialised experience to call upon, having access to the Further Education, University, private and voluntary sectors as well as schools and local authorities. Northern Education Trust provides direct expertise and support on curriculum development, teaching and learning, leadership and organisational effectiveness, performance management, HR, finance and property development. For further details, please visit the Northern Education Trust website www.northerneducationtrust.org

Hartlepool

Dyke House Sports & Technology College is located in the historic town of Hartlepool on the North Sea coast. From its early beginnings as a fishing village the settlement grew during the middle ages and developed a harbour which served as the official port of the County Palatine of Durham. Historically a part of County Durham and later Cleveland, Hartlepool is now a unitary authority: The Borough of Hartlepool, which includes the Headland, Seaton Carew and the outlying villages of Hart, Elwick and Greatham. The town continues to grow with a redeveloped marina area and much new housing development.



Dyke House Sports & Technology College

Our Vision:

A clear mission drives Dyke House Sports & Technology College; every young person can succeed given the chance. For most young people, the best chance is provided by access to high quality education which embraces an academic curriculum enriched by a wide range of extra-curricular activities. We have built our success on raising aspirations, expecting the highest standards in everything we do and by putting in place the highest quality support for students and staff.

Dyke House has a warm, caring environment where every student, parent/carer and member of staff feels safe and welcome. We have an outstanding environment for teaching and learning where all staff are supported and all students are challenged and encouraged to fulfil their potential. We have an ethos of high expectations of achievement throughout every aspect of the college. We expect every student to do their best and we will give them every opportunity possible to help them succeed.



We are building upon our past success and raising the expected standard within our recently purpose-built facilities. Our 'Schools within a School' philosophy supports and challenges students to raise their own expectations of what is possible within their college and beyond to ensure that all students reach their full potential in life.

Schools within Schools

Key elements in raising the aspirations of all our students are our use of Learning Guides and the implementation of the 'Schools within a School' system. The college is based upon a model of five distinct schools or learning communities (Resolution, Discovery, Endeavour, Adventure and Endurance). The creation of these smaller learning communities ensures that each individual student becomes a valued member of their school within a safe learning environment.

Each school has approximately twenty Learning Guide groups and these are led by a Head of School, Assistant Head of School and Progress Leader. This team is responsible for the Learning Guides as well as the students and provides the basis for consistency of action and support.

The Learning Guide system is the cornerstone of both the schools and the college. Learning Guides meet their students daily and maintain regular contact with parents/carers. This collaboration ensures that achievements are monitored, reported and rewarded whilst any underperformance is challenged early.

The daily Learning Guide programme is designed to support the academic and personal development of each student by providing opportunities for discussions, for practice in communication skills, for reflection upon their achievements and for negotiation of targets to achieve further improvement.

Safeguarding and Child Protection

Northern Education Trust and all its schools are committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment. All new staff within the Trust will be subject to an enhanced DBS check. Like each school in the Trust, Dyke House has a designated senior member of the leadership team who is responsible for referring and monitoring any suspected case of abuse. All members of staff receive training in line with our child protection policy.

Teaching and Learning

A culture of high expectations for students and staff alike is embedded within the college's CPD programme and mirrors the philosophy of the Trust. Over the past three years, we have developed common progressive planning processes ensuring that students learn exceptionally well in comparison to the national average and to similar schools. A whole-college focus upon literacy, AfL, high quality feedback and student response ensures that students make rapid progress due not only to timely teacher intervention but also through showing them how to improve their work over time. The success of this is reflected in external measures of student attainment that are well above the national average.

We have a high proportion of outstanding teachers reflecting a positive climate for learning where it is not just the students but also the staff who are interested and engaged in own learning and who show commitment to it over time. We encourage our staff to participate in personal action research projects exploring different forms of pedagogy that ultimately impact upon student progress and raise teaching standards. We have teachers who are engaged in classroom-based research through 'cycle of lesson study' and over the past few years, we have successfully used project-based learning as an intervention strategy for our SEN students and have liaised with the EEF 'Innovation Unit' and representatives from 'High Tech High' in California. We regularly provide financial support for those wishing to attend educational events such as 'ResearchED' or to engage in studying for an MA.

Professional Development

For professionals joining Dyke House Sports & Technology College, we provide excellent opportunities for career development and progression. Northern Education Trust, through Dyke House has developed a 'grow your own' philosophy. Good practice is shared and people are supported to be leaders in their own right. A significant number of our staff are involved in professional development at all levels. These include participants in Teaching Leaders, NPQML, NPQSL, Future Leaders and NPQH

Application Form Guidance Notes

GENERAL POINTS RELATING TO YOUR APPLICATION

- CVs alone will not be accepted. You must complete the application form.
- Make sure all sections are completed clearly and as fully as possible.
- Your application will be assessed against the criteria listed on the person specification.
- Make sure your application form is returned by the closing date.
- You are advised to keep a copy of your application. It will be useful to refer to if you are called for an interview.
- If you have a disability that prevents you from completing the application form, please contact Louise Inglesant (P.A. to the Executive Principal and Head of College) by phone on 01429 266377 or by e-mail linglesant@dykehouse.hartlepool.sch.uk
- Current regulation means that you will be required to provide documentary evidence (for example your National Insurance Number) showing that you are entitled to work in the United Kingdom. If you are shortlisted, you will be asked to provide this at your interview.
- Please complete the Recruitment Monitoring Form and submit it with your application.

POINTS SPECIFIC TO PARTICULAR SECTIONS OF THE APPLICATION FORM

Section 1: PERSONAL DETAILS

- Please complete this section fully and clearly. This is important contact information.

Section 2: REFERENCES

- Referees must be able to provide information about your suitability for the post. References provided by relatives, friends or people with whom you live are not acceptable.
- You will need to provide the names of two referees. One of these must be your current or most recent employer. The second referee should be a previous employer or someone who can give information about you that is relevant to the job. If you are a school or college leaver, please give the name of your head teacher or tutor. Alternatively, if you have had a Saturday or other part time job, the person you worked for may be prepared to act as a referee.
- It is advisable to contact your referees at an early stage to let them know that you wish to give their names and ensure that they are willing to act as a referee.
- If you are shortlisted, contact will be made with the referees you supply on the application form. If, however, we should not contact a referee prior to interview, please say so on the application form.
- No offer of employment will be made until references that are satisfactory to the Trust are received.

Section 3: JOB/CAREER HISTORY

- Please state your current or most recent employer's contact details in full. List the main activities of the job but you are not expected to go into too much detail.
- In the previous jobs section, please account for all time since you left school, college or university. List your jobs, with the most recent first. Include voluntary work, particularly if you have not been in paid employment.
- All gaps in your employment history must be accounted for.

Section 4: QUALIFICATIONS AND TRAINING

- List the qualifications you possess including grades.
- List any formal, informal or on the job training you have received which you consider relevant to the post.

Section 5: PERSONAL STATEMENT

- This is your opportunity to tell us why you are suitable for the job. Read the job description and the person specification carefully to see what skills and experience you have that relate to those required by the job. Think about examples you can give to provide evidence of this.
- Consider what you have done in the past; at home, at school, at college, in paid work, in unpaid work or as a hobby. These may be useful to show how you meet the items on the person specification. For example, running a home can show skills such as organising and budgeting. Being active in a club or other group can show teamwork, communication or organisational skills.
- Your completed application form will be used to decide whether or not you progress to the next stage of the selection process. No assumptions will be made about your experience. It is therefore vital within your personal statement that you have told us how you meet the selection criteria.

Section 6: ADDITIONAL INFORMATION

- It is essential that we are made aware of any 'spent' convictions
- Some posts require the post holder to be able to travel between locations. This does not necessarily mean by car; the actual mode of transport can vary depending on the distance to be travelled. Some posts may specify that driving is essential. For this reason, you are asked to state whether or not you hold a current valid driving licence.
- We need to know if you are related to an employee of the Trust. This is to ensure that you are neither disadvantaged nor favoured in your application. You must not canvass an employee to gain employment. Doing so would disqualify your application.

DECLARATION

- Please do not forget to sign and date your application.

RECRUITMENT MONITORING FORM

- Please ensure that you complete all required sections of this form. Please note that three of the questions are optional.

