



The **GALLERY TRUST**



A community of special schools



Orion
Academy

**Teacher
Candidate Information Pack
May 2021**

Orion Academy provides education for students with a range of Special Educational Needs and Disabilities, including Autistic Spectrum Disorder, Social, Emotional and Mental Health Needs and Cognition and Learning Needs, on its site in the outskirts of Oxford. The Academy will move to new state of the art buildings on the same site in 2021.

All students have an Education, Health and Care Plan, which drives their educational provision.

Orion Academy currently offers places to 68 students but the roll of the school will rise steadily over the next three years to cater for 109 students, aged from 5 to 18 years. Students attend from throughout the county, and transfer from our SEND feeder school, and a number of mainstream primary and secondary schools.

Students are taught through a differentiated and bespoke curriculum designed to enhance academic and social development, with a strong emphasis on independence skills. The curriculum delivers a thematic, cyclical approach to provide a meaningful and interesting context for the development of basic skills, knowledge and understanding while providing the relevant National Curriculum requirements. Classes are grouped into stage, not age, allowing innovative and creative approaches to teaching and learning, and are taught predominantly by one class teacher, supported by additional class adults. The Academy provides support for the social and emotional needs of students through a qualified and skilled therapeutic team, underpinned by a Trust pastoral support term. The offer to students is enhanced by additional specialist therapies and interventions, which includes Digby, our lovable therapy dog!

Orion Academy is a member of The Gallery Trust, an expanding Special Needs Multi Academy Trust which is dedicated to improving outcomes for SEND learners in Oxfordshire. The Trust has a national reputation for excellence and is influential in the development of SEND strategy in the county.

Thank you for your interest in Orion Academy. This is a really exciting time to join our school and I look forward to reading your application.

If you are interested in applying for either of the TLR positions in English or Mathematics please see the appendix or for further information.

Lynne Smith
Head Teacher

Aims and Values

At Orion Academy we are committed to guiding and encouraging our children and young people towards reaching their full potential. We believe that each and every one of our unique learners has their own contribution to make to the life of the Academy, their family and their community, through:

- Engaging with a stimulating and challenging education of the highest quality within which they know that their achievements are valued
- Developing the ability to be independent and successful in adult life and the wider community
- Developing the ability to embrace change and the challenges this can bring
- Developing positive relationships and respect for one another
- Developing tolerance and understanding of individual needs
- Embarking on a journey of self-discovery
- Engaging with the Academy's high expectations, positive attitudes and staff that have a passion for working with young people
- Supporting the Academy's safe and secure structure
- Embracing the exciting and innovative challenges and opportunities on offer

Teacher
Orion Academy, Oxford

Contract Type: Full Time, Permanent
Salary: TMS/UPS plus SEN allowance
Start date: September 2021

If you are committed to enriching and improving the lives of young people with Special Educational Needs and Disabilities, if you would like to join a team which delivers an exciting and diverse curriculum which is not driven by the National Curriculum or exam outcomes, and if you want to work in a vibrant Special Academy – we want to hear from you.

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Our focus is to recruit teachers who are keen to grasp the possibilities offered by the Academy where practice is based on SEN pedagogy and evidence: who would relish getting involved in exciting national professional development projects, and who want to work as part of a multidisciplinary and specialist team. The teaching team actively informs developments and collectively identifies the best ways to improve the school further.

Our unique features include:

- A curriculum model which is designed around our children
- Individual learning pathways which teach the way our students learn and moves away from the “one size fits all” approach.
- An ethos of Restorative Approaches, mutual respect, and social responsibility which creates an inclusive and nurturing community
- A flexible, innovative and student-centred approach, which supports not only excellent teaching and learning, but also the emotional and mental wellbeing of students and their individual needs.

Some examples of our expectations include:

- Delivering highly personalised inclusive lessons
- Completing termly assessments that include multimedia evidence of achievements
- Working closely with other professionals and families
- Being a lead professional in the class, promoting and establishing high standards in your class team
- Supporting in the delivery of our residential trip programme
- Contributing to our continual journey of school improvement

If you share our passion for making a real difference to the lives of children and young people with special needs this could be a great role for you. Previous special school

experience is not necessary, but it is essential you fully share our values, which can be found on our website.

Application Process

To apply for this post, please email application@thegallerytrust.co.uk or telephone 01865 771703 to request an application form and candidate information pack. You can also download an application form from our website or from The Gallery Trust website www.thegallerytrust.co.uk

Please submit your application form by **9am on Monday 17th May 2021** to application@thegallerytrust.co.uk or by post. Please ensure you detail any gaps in employment and use the selection criteria which is contained in the job pack when you prepare your application, as shortlisting for interview will be based on how closely you demonstrate your ability to fulfil the essential criteria.

We do not accept CVs. If you are shortlisted, we will take up written references before your interview so please provide permission for this and provide accurate phone and email contact details for your referees. One of your referees must be your current or last employer, and if you are employed in a school, must include your current Head Teacher.

The Gallery Trust is committed to safeguarding and promoting the welfare of all children and expects all staff to share this commitment. Any offer of employment with The Gallery Trust is subject to verification of ID and qualifications, satisfactory evidence of the right to work in the UK, health clearance, NCTL and Enhanced Disclosure and Barring Check. The Gallery Trust is an equal opportunities employer, and we welcome applications from candidates from all ethnic and community backgrounds.



The GALLERY TRUST

A community of special schools

The Gallery Trust is a Multi Academy Trust which is dedicated to improving outcomes for SEND learners in Oxfordshire. The aim of the Trust is to provide outstanding education and support for young people with special needs and disabilities, enabled through:

- Commitment to special education – striving to provide the best specialist learning experience for all students
- Opportunities for all to learn – ensuring that students and staff have access to learning pathways which enhance their lives
- Genuine respect and value – creating relationships which promote trust, confidence and respect within environments which are safe and secure

The Trust is on a continuing journey of expansion, growing from a Multi Academy Trust based on a single academy in 2013, to its position as the largest Special Trust in Oxfordshire.

The schools in the Trust are:

- Bardwell School, Bicester
- Bloxham Grove Academy, Bloxham, to open in 2022
- A Free Special School in South Oxfordshire, opening date to be confirmed
- Iffley Academy, Oxford
- Mabel Prichard School, Oxford
- Northern House Academy, Oxford
- Orion Academy, Oxford
- Springfield School, Witney

The Trust's vision is to continue to expand over the next five years, supporting a community of converter academies, free schools and sponsored academies. All member academies have the opportunity to share SEND expertise and to work with peers who share common aims and goals.

The Trust is committed to investment in learning, developing system leadership, working in partnership and through a shared vision, enabling all students to reach their full potential.

Job Description Teacher

Responsible to: Head Teacher

Introduction:

This job description describes in general terms the normal duties which the postholder will be expected to undertake. However, the job or duties described may vary or be amended from time to time without changing the level of responsibility associated with the post.

The performance of all the duties and responsibilities shown below will be under the reasonable direction of the Head Teacher. The Head Teacher, or other Senior Manager if appropriate, will be mindful of her/his duty to ensure that the employee has a reasonable workload and sufficient support to carry out the duties of the post.

The job description will be reviewed at least annually and any changes will be subject to consultation. The academy's grievance procedure will be used to resolve any disagreement arising out of the job description. Other relevant policies may be the Stress at work policy and Dignity at work policy.

Teaching and learning:

- Ensure all pupils in their care within the academy receive an exciting, effective and appropriate education as outlined in their Educational Health Care Plan (EHCP) and in accordance with the academy's curriculum framework.
- Monitor, evaluate and report on the quality of teaching and learning and classroom management standards
- The provision of suitably differentiated work to meet the individual needs of the students
- The curriculum planning and review cycle is maintained in accordance with the school's planning framework and policy
- On-going assessment of students' work and abilities through comprehensive record keeping based on the academy's agreed format
- Contribution, wherever appropriate, to the display, presentation and celebration of students' work
- Safeguarding and promoting the welfare of all students

Wider responsibilities relating to whole academy issues and procedures:

- Working for the positive development of the academy, in line with the Raising Achievement Plan
- Attending staff meetings, curriculum forums or any other relevant meetings within the stipulated 1265 directed hours
- Taking a share of supervisory duties as part of the weekly routine as necessary
- Taking appropriate responsibility for one's own health, safety and welfare and the health and safety of pupils, visitor and colleagues in accordance with the requirements and locally adopted policies: including taking responsibility for raising concerns with a manager

Specific responsibilities agreed between the Head Teacher and the above teacher

In addition to the duties outline in the School Teachers Pay and Conditions document currently in operation, or any subsequent legislation, you will be responsible for the following:

Teaching

Teaching across a range of curriculum areas, including the role of Tutor

Staff development and support

Delivering INSET training throughout the academy, as appropriate

Links with parents, Local Authority and the wider community

- Encouraging full parental participation in the work, life and development of the school and making sure they are fully informed of their child's progress. To be available to deal with parental concerns and provide support where possible or refer to other professionals or agencies
- Working co-operatively with the Governing Body and Trustees
- Liaising and co-ordinating with external agencies and other professionals

**Selection Criteria
Teacher, Orion Academy**

	Essential	Desirable
Professional Qualifications	Qualified teacher status or in the process of becoming qualified	
Experience	<p>Evidence of successful teaching experience</p> <p>Experience of planning for and teaching pupils with SEN</p> <p>Evidence of effective involvement in school improvement, planning and monitoring</p> <p>Evidence of strategies developed for target setting and monitoring performance in order to raise pupil achievement</p> <p>Experience of interactive teaching methods</p> <p>Evidence of differentiation of the curriculum</p>	
Professional Knowledge & Skills	<p>Awareness of current initiatives, issues and legislation</p> <p>Experience of using ICT effectively</p> <p>Knowledge and experience of developing a purposeful learning environment and using a range of strategies to promote good behaviour</p> <p>Respect for pupils' social, cultural, linguistic, religious and ethnic backgrounds with an understanding of how these may affect their learning</p> <p>Understanding the role of teaching assistants in maximising pupils' learning</p> <p>Knowledge and experience of applying a framework of curriculum planning which: includes long and short term plans; requires learning objectives to be identified for classes, group and individuals; enables monitoring, assessment and recording of pupils' progress</p>	Team Teach trained

Personal Skills and Qualities	Ability to establish and maintain positive relationships with pupils, colleagues and parents Strong commitment to raising standards Good organisational skills Good communication skills Ability to remain positive and enthusiastic, including when under pressure	
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Your application should clearly demonstrate how well you meet the above key criteria.

May 2021

Appendix 1

Learning Manager for English / Mathematics TLR 2 (£2,873 per annum)

Responsible to: Assistant Head Teacher (Curriculum)

Job purpose:

To advise and support the Head Teacher in providing vision, strategic direction, professional leadership and management to ensure high quality innovative education for all students.

Introduction:

This job description should be read in conjunction with the current School Teachers' Pay and Conditions document and the provisions of that document will apply to the post-holder.

The performance of all the duties and responsibilities shown below will be under the reasonable direction of the Head Teacher. The Head Teacher, or other Senior Manager if appropriate, will be mindful of her/his duty to ensure that the employee has a reasonable workload and sufficient support to carry out the duties of the post.

This job description will be reviewed at least annually and any changes will be subject to consultation. The school's grievance procedure will be used to resolve any disagreement arising out of the job description. Other relevant policies may be the adopted Stress at Work policy and Dignity at Work policy.

Main purpose:

In addition to professional responsibilities common to all classroom teachers as provided under the School Teachers' Pay and Conditions Document, the postholder's key accountability will be for raising the standards of planning, delivery and monitoring of the curriculum.

Accountable for:

- Ensuring innovative curriculum design
- Supporting teachers across the school in planning to meet the specific needs of students
- Monitoring, improving and maintaining the standard of planning and delivery of the curriculum across all key stages
- Ensuring a broad, balanced and relevant curriculum is offered to all students across the academy
- Reporting to key stakeholders as appropriate – Senior Leadership Team, Trustees, Parents, etc.
- Pupil progress beyond assigned class
- Enhancing the teaching of others
- Ensuring that the statutory requirements of the National Curriculum for the subject are met alongside the wide-ranging skills for life and core skill developed through thematic approaches and functional skills
- Ensuring that all students have access to an appropriate accreditation pathway

Main Activities:

In line with Orion Academy's monitoring programme:

- Provide support to teachers in the planning, delivery and development of the curriculum
- Take responsibility for monitoring standards of curriculum planning and to advise on actions necessary to improve standards
- Contribute to the Academy's procedures for the monitoring of the quality of teaching and learning, including performance management and lesson observations
- Support teachers in designing and implementing an innovative curriculum which meet the specific, individual educational needs of their cohort of learners
- Research new approaches and consider the implementation of new ideas to engage and inspire students and staff
- Be aware of any new curriculum initiatives and develop links with outside agencies, e.g. development of INSET and leading staff meetings
- Take responsibility for producing an action plan to contribute to the Academy's Raising Achievement Plan and evaluate and report on the plan when required
- Be responsible for leading on any Government Grant initiatives linked to the subject area: producing an action plan and evaluating its impact on outcomes for learners
- Participate fully in Extended Leadership Team meetings and report to the Senior Leadership and Trustees, when appropriate
- To control, evaluate and requisition materials and resources for the curriculum, within the appropriate budget and, working with the head and senior leaders, within other subject specific funding, as available
- To be responsible for the preparation, implementation and regular review of any policy documentation for the curriculum (i.e. policy statement/guidelines)
- To take part in the use of analysis and evaluation of progress data across the school, class groups, cohorts of learners, etc.
- To ensure that effective tracking of students' progress is in place across the school; through accurate identification, any underperformance is supported by intervention programmes whose impact is closely monitored
- To lead on target setting with the subject
- To liaise with the Examinations Officer to ensure that students are entered for the appropriate accreditation pathway and subsequently produce reports on examination performance

Professional responsibilities

- The post holder will be expected to manage his or her own performance and development, encouraging all staff to do the same by sharing a commitment to improvement. The postholder is responsible for communicating to the whole staff on the subject area, encouraging commitment to CPD and innovative curriculum design
- The post holder will be required to exercise his or her professional skills and judgement to carry out the professional duties set out below in a collaborative manner.

Enhancing the teaching of others

The post holder will enhance the teaching of others within the area by enabling colleagues to:

- Develop subject knowledge and pedagogy
- Plan effectively, setting clear objectives that students understand and offer a variety of teaching strategies
- Challenge and inspire staff, expecting the most of them, so as to deepen their knowledge and understanding of teaching and learning
- Develop and improve technical competence in teaching learners with specific needs
- Use methods which enable all students to learn effectively

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