

MAESTEG SCHOOL

Ffordd Dysgu
MAESTEG
Bridgend
CF34 0LQ



Ffordd Dysgu
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Headteacher / Pennaeth: H. Jones B.A. (Hons) N.P.Q.H.

September 2020

Dear Applicant

Accelerated Learning Coaches x2 – Grade 8

Thank you for the interest you have shown in the above post at Maesteg School.

Maesteg School is a thriving 11-18 community comprehensive school, situated within easy access to the M4 motorway, in a new 'state of the art' building.

Governors are looking to appoint suitably qualified persons to the role of Accelerated Learning Coaches at Maesteg School. This role is funded through the Welsh Government to support and raise the attainment of pupils adversely affected by the Covid Lockdown. The successful candidates will work as part of a team to raise standards of attainment and achievement of targeted pupils at Key Stage 4 and the 6th form, with the focus on improving and raising their attainment in all subjects. You will need to be a hardworking individual, willing to learn and be a good team player.

I look forward to receiving your application by Monday October 5th at 9am. Should you require any further information, please do not hesitate to contact the school.

Yours sincerely

Helen Jones
Headteacher

(Applicants short-listed for the above post will be contacted by the school as soon as possible after the closing date. Should you not be contacted, you have been unsuccessful in your application on this occasion. However, your interest in the post and Maesteg School is much appreciated. Thank you.) Please note: Due to the current economic climate, the school is unable to offer any re-imbursment for travelling expenses.

Motivated to Strive / Ysgogi i Ymdrechu





MAESTEG SCHOOL

Accelerated Learning Coaches x2

Required from: As soon as possible
Grade 8 (£24,982) - pro rata
30 hours per week – 39 week contract
Fixed term contract – 1 year

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For further information please contact Dr Dale Duddridge (Deputy Headteacher) via: dduddridge@maestegcs.bridgend.sch.uk

Maesteg School is a thriving 11-18 community comprehensive school, situated in pleasant surroundings and within easy reach of the M4. Our commitment to innovation and professional learning was recognised in our successful application to Welsh Government to become a Pioneer School for both New Deal and Curriculum. We are continuing with this work in 2020-2021

Information via:

Email:

*Application pack (including application form) are in Word format and will be forwarded to applicant via email, **please return via email.***

Closing date for applications:

Monday October 5th at 9am

Applicants are requested to note that the successful candidate will be required to agree to an enhanced criminal record clearance being undertaken



YSGOL MAESTEG - SCHOOL INFORMATION

The school is situated in the Llynfi Valley, in a very pleasant rural setting, yet conveniently situated for access to the M4, Bridgend, Swansea and Cardiff. The school's catchment area serves the town of Maesteg and surrounding villages in the Llynfi Valley. The school enjoys close links with its main partner primary schools and benefits from a supportive close knit community. We are co-educational, with a pupil age range of 11-18 years. The present roll is 1120 pupils, including approximately 200 in the Sixth Form. The pupil population has a balance of boys and girls and a truly comprehensive intake. A total of 26.5 % of pupils are entitled to free school meals. This is above the national average of 17.4% for secondary school in Wales. Around 55% of the population live in the most deprived areas in Wales. Fundamental to the way we work here is in removing barriers to learning. The school currently has 67 teaching staff and a further 38 support staff that include administrators, technicians and learning support. The school is cohesive, safe and highly inclusive. We always look to recruit staff who have high expectations of all learners with a total commitment to the education and welfare of young people and who are able to provide an outstanding level of personal support. We believe outstanding teachers and outstanding support staff really do make the transformational difference in a child's life.

We currently operate mixed ability grouping in Year 7. The school has a 25 period/hour teaching week and setting throughout the curriculum. The curriculum covers the requirements of the National Curriculum and there is a clear emphasis on teaching and learning in a supportive environment. In Key stage 4, the school offers a good range of general and vocational courses, including successful provision for reducing the number of pupils leaving school with no qualifications and meeting the needs of our more able and talented pupils. The school is a member of the Bridgend Learning Network for 14-19 Pathways.

Maesteg School is committed to the concept of skills development. We have developed a curriculum in Year 7 that is focused on developing skills through cross-curricular challenges and this has gathered a lot of interest. We are committed to the vision of ensuring that this work becomes integral to the work of all faculties and underpins our approach to learning at Maesteg. With a greater understanding of the learning process and what it means to be a powerful learner, we are seeing increased self-efficacy in our pupils which will result in them maximising their potential.

The school is committed to helping everyone who works here to do their best possible work in raising standards. Colleagues are consulted on all major policy decisions and are encouraged to raise openly any matters concerned with the school's effective operations. Pupils also make a positive and significant contribution, which influences all aspects of school life.

In terms of curriculum, the school is organised into Faculties, with Directors of Learning responsible for their leadership and management. The pupil guidance system is managed by Heads of House. Most teaching staff are also Form Tutors. The work of the school is monitored and evaluated by the Governors, the Headteacher, Senior Managers, Directors of Learning and Heads of House.

The review process is used to inform development planning and to maintain the school's progress. Staff provide a range of enrichment programmes and pupils participate in a wide range of community activities.

The school has a clear focus on the development of Literacy, Numeracy and ICT and has committed a substantial part of its budget to all these areas. It is expected that staff will be ICT literate and innovative with ICT in their lessons.

We want all our pupils to have the opportunity to maximise their potential. Each pupil is of equal value and has equal access to the curriculum and all 'benefits, facilities or services' offered by the school. At Maesteg School we pride ourselves on knowing and supporting every pupil. We attach great importance to educating about equal opportunities. The school curriculum covers issues of equality and challenges prejudice and stereotyping in schools and in the wider community. We foster a culture where diversity is valued and equality of opportunity is a reality.

Maesteg celebrates its 'Welshness' and identity in many ways. We are proud of our language and heritage and this commitment is to be seen in much of our work. Pupils are exposed to the Welsh language and many events are held to celebrate our history and tradition. All subjects are taught through the medium of English, apart from the subject of Welsh. All subjects use basic greetings and instructions in Welsh to develop pupils' competency. All pupils study Welsh in KS3 and KS4 unless an exemption has been implemented. English is the day to day language of communication in the school. However, staff and pupils are encouraged to use Welsh as much as possible.

Partnership is a common thread running through the school, based on mutual respect and the sharing of good practice. We are very fortunate to serve a close knit community. The school prides itself in achieving a number of externally accredited quality marks including 'Investors in Families', 'ICT Mark', 'Careers Wales Mark', 'Active Marc Cymru' and International School . The school has a strong commitment to being community focused.

This is a great opportunity to be part of a school with a moral purpose of raising self-esteem. There is a real sense of excitement and confidence in what we can achieve together.

The school is a pioneer school both in terms of professional learning and curriculum development. Our aim is to develop Maesteg School as an innovative learning organisation.

As part of our professional development programme, there are opportunities for all staff to participate in leadership opportunities that lead to whole school improvement.

'Motivated to Strive'

H Jones
Headteacher

JOB DESCRIPTION – ACCELERATED LEARNING COACH

DIRECTORATE:	Education & Family Support
DEPARTMENT:	Maesteg School
POST:	Accelerated Learning Coaches x2 Sixth form x 1 Key Stage 4 x 1 (Fixed – term contract 1 year)
GRADE:	8
Hours of work:	30 hours per week, 39 weeks per year (Term Time Only) Monday - Friday
RESPONSIBLE TO:	Headteacher

Purpose

To raise standards of attainment and achievement of targeted pupils in 6th form or KS4 (Years 10 and 11)

Line Manager

To be responsible to the Raising Standards Team

Specific Areas of Responsibility

- To support students who have learning gaps as a result of lockdown and ongoing COVID-related issues
- Provide students with support to access online learning materials and independent/homework tasks
- Provide support with numeracy, literacy skills
- Develop positive relationships with individual learners utilising mentoring processes to enable learners to learn more effectively.
- Provide students with appropriate levels of support and guidance, to enable them to successfully complete their learning pathway
- Identify and remove barriers to learning through direct intervention and by developing support mechanisms.
- Implement appropriate monitoring and evaluation procedures, including monitoring attendance, progress, attainment, motivation and well-being of targeted students.
- Be able to demonstrate impact and monitor progress.
- Support students in catch up schemes and revision sessions.
- Provide support strategies to individuals and to regularly review the impact of these strategies.
- Work at building positive relationships with the parents/carers of students.

Organisation and Administration

- To work closely with the relevant Director of Learning to monitor pupil progress.
- Prepare reports on the individual learners where requested and attend relevant meetings.
- Attend review meetings as appropriate.
- Liaise with parents and teachers to share information that will help pupils progress
- Be expected to participate in professional development courses and to undertake specific training related to the role
- Produce lists/information/data as required for senior staff with targets and strategies for improvement.
- Maintain and collate pupil records.
- Undertake break time supervision duties, as directed by the Headteacher/SLT Line Manager.

Support for School

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security and confidentiality, reporting all concerns to an appropriate person.
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.
- Contribute to the overall ethos/work/aims of the school.
- Appreciate and support the role of other professionals.
- Attend and participate in relevant meetings as required.
- Participate in training and other learning activities and performance management as required.
- Assist with the supervision of pupils out of lesson times, e.g. clubs, extra-curricular activities, educational visits.

General Duties

- To ensure that all activities are carried out in accordance with Equal Opportunities legislation
- To undertake the Personal Health and Safety responsibilities with the HASAWA 1974.
- To undertake any other duties as may reasonably be required commensurate with the level of the post.
- The Governing Body retains the right to implement changes in job descriptions to reflect changes in the demands of the post and this will be done in consultation with you.

Maesteg School
PERSON SPECIFICATION

Experience

The following candidate will be able to demonstrate relevant experience in some or all of the following areas:

- Work with Children 11-18 in a learning environment
- General technical/resource support.
- Administrative work.

Qualifications

- NVQ / QCF level 3 or equivalent qualification or experience. They could include specialised learning-related training.
- Good Numeracy/Literacy/IT skills.

Knowledge / Skills

- Ability to relate well to children and adults.
- Ability to organise and motivate others.
- Ability to work independently, be self motivating and be able to use own initiative.
- Excellent communication skills – verbal and written
- Sound understanding of child development and learning processes.
- Be able to work constructively and flexibly as a team member, understanding classroom roles and responsibilities and your position within these.
- Knowledge of relevant policies/codes of practice and awareness of relevant legislation.
- Ability to self evaluate own learning and development needs and co-operate with means to address these.
- Effective use of ICT.
- Ability to plan and develop systems.
- Keep records accurately and be able to access them promptly.
- Produce impact data reports.

Specialist Requirement

Applicants are requested to note that the successful candidate will be required to agree to an enhanced criminal record clearance being undertaken.