



# Teacher of Humanities Job Pack

**Teacher of Humanities**  
Specialising in either RE,  
Geography, History or PSHE  
required from September 2020

**Full-time, fixed term, one year contract**

**Salary dependent on experience**

*Closing date – Monday 11<sup>th</sup> May 2020 at 9am*





## Are you a Humanities Teacher who wants to teach.....

- ❑ in a school that teaches Geography, History, RE and PSHE separately?
- ❑ in a school that has an average class size of 27?
- ❑ where there are good facilities and a strong Humanities team of teachers?
- ❑ in an Ofsted 'good' school?
- ❑ in a school that consistently gets good results and has high aspirations?
- ❑ in an all girls environment up to KS4?

.....then this job vacancy is for you.



March 2020

Dear Applicant

Thank you for your interest in working at DSTC. This is a great opportunity for someone who wants to make a difference to the lives of girls in Dartford by broadening their knowledge, skills and understanding in the field of Humanities.

Teaching morale in the school is high as we are all working to the same vision namely:  
***'that all girls will make above expected progress in all subjects at all levels'***

We have a culture of quality first teaching and high aspirations, which we use to show our girls that they can achieve. We believe all lessons should challenge, support and inspire girls to learn and be curious. The successful candidate must be able to support those who find the subject difficult whilst stretching the more able.

Lessons at DSTC have a calm and purposeful atmosphere with the students showing a genuine interest in learning. Our teachers tell us they enjoy being able to teach and enable the students to learn with very little disruption.

Some of our girls choose to come to us having passed the Dartford selection test and we have a clear duty to ensure that they can reach the highest grades possible. We do this through our express group who work at an accelerated pace.

We proactively support our girls through their adolescent years to empower them and support them to become morally well-grounded young ladies. Our pastoral care is excellent and you will be an integral part of the team as a tutor.

Community values feature high in the College ethos where we work in partnership with a host of groups to give something back, our annual Community Day is a unique and amazing example of this.

We are a Co-operative Trust School and embrace the values of self-help, self-responsibility, democracy, equity, equality and solidarity.

The successful applicant will join a popular and ever-evolving Team of incredible practitioners and will have the chance to teach across all Key Stages.

I look forward to receiving your application.

Yours sincerely



Anne Davis  
Principal



## OUR SCHOOL

DSTC is a small, non-selective secondary school for girls in Dartford. We are family-centred with high aspirations and pride ourselves on having small average class sizes and excellent pastoral care.

We are an Ofsted Good School (March 2017) where it was recognised that “all groups of pupils achieve well” and “the behaviour of pupils is good”. This has continued since that time and we remain determined to ensure that all students are challenged and reach their potential in all subjects.

DSTC is easily accessible by car, cycle or public transport. We are a 5-10 minute drive from both the A2 and M25 and only a 15 minute walk from Dartford Station where both trains and buses run frequently. We have free parking on site for all staff.

## THE ROLE

We are looking for a passionate, reliable, inquisitive teacher of Humanities who can see the infinite possibilities in all our girls, no matter what their current skill level.

Geography, History, RE and PSHE are taught discretely across Key Stages 3 and 4 at DSTC. Candidates must be able to teach a Humanities subject to Key Stage 4 and able to teach a second subject at Key Stage 3.

## WHAT WE CAN OFFER YOU

Salary dependent on experience.

Additional Benefits:

- Free on-site parking
- Free refreshments
- Kent Reward Scheme
- Induction programme
- CPD days and a choice of CPD pathways
- Faculty Mentor if needed

## HOW TO APPLY

Applications can be made online through Kent Teach or by completing an application form which can be found on our website.

Applications by CV are not accepted.

Closing date for applications: **Monday 11<sup>th</sup> May 2020 at 9am.**

Interview date to be confirmed.

*DSTC is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An Enhanced DBS check will be carried out for the successful candidate.*

## **HOW TO CONTACT US**

Dartford Science and Technology College Heath  
Lane, Dartford, Kent DA1 2LY  
Tel: 01322 224309 [www.dstc.kent.sch.uk](http://www.dstc.kent.sch.uk)

If you would like any further information please contact Suzie Wells on 01322 224309 or by email to [Susan.Wells@dstc.kent.sch.uk](mailto:Susan.Wells@dstc.kent.sch.uk)

## **JOB DESCRIPTION**

**Post Held:** Teacher of Humanities

**Responsible to:** Director of Learning, Humanities

### **CORE DUTIES AND RESPONSIBILITIES FOR ALL DSTC TEACHING STAFF**

- To meet the Teachers' Standards Part One and Two.
- To adhere to the College's Staff Code of Conduct.
- To be aware of and to follow the most up to date GDPR regulations.

#### **Safeguarding**

- To be committed to safeguarding and promoting the welfare of all young people.
- To undertake annual safeguarding training.
- To follow the most up to date version of Keeping Children Safe in Education and to use identified school procedures to Recognise and Refer.

#### **Health and Safety**

- To take personal responsibility for the health and safety of yourself, your colleagues, students and visitors.
- To report any shortcomings in the employer's health and safety arrangements for the protection of people at work and those who may be affected by them (this is your duty in law under the Management of Health and Safety Regulations 1999).

### **KEY DUTIES AND RESPONSIBILITIES FOR ALL TEACHERS:**

#### **Teaching and Learning**

- To plan lessons in accordance with departmental schemes of learning, national curriculum programmes of study and exam specifications (if applicable) and using prior levels of attainment.
- To maintain good classroom management by following the College's Behaviour and Rewards Policy and procedures.
- To provide a positive and purposeful working atmosphere that is conducive to learning.
- To issue rewards in accordance to the DSTC Star Reward system to encourage and acknowledge student participation and achievement.
- To be responsible for the behaviour, uniform, attendance and punctuality and for all matters of student conduct within your classes.
- To provide appropriate stretch and challenge for all students and, in particular, Pupil Premium (PP) and High Attaining (HA) students.
- To ensure tasks are differentiated/personalised (as appropriate) to ensure all students make at least expected progress.
- To provide appropriate provision for vulnerable groups including personalised strategies.
- To be responsible for the planning, monitoring and evaluation of provision of teaching and learning within the classes you manage.
- To follow DSTC protocols for any absences and set appropriate cover work when needed.
- To set work when required for absent students.
- To be responsible for supporting high standards of literacy and numeracy with your lessons.
- To be responsible for training and use of directed time as determined by your Line Manager.
- To be responsible for the physical environment of the College within your area.
- To participate, as appropriate, in meetings at the College which relate to student progress.
- To maintain an accurate register of attendance at all times.

## **Assessment, Recording and Reporting**

- To keep appropriate records of students' work in accordance with departmental policies.
- To ensure accurate entry of data on the system and meeting the deadlines for entries.
- To be responsible for the tracking of student progress within your classes.
- To track, recognise and act on students achieving and under-achieving.
- To adhere to the College's Marking and Feedback Policy at all times.
- To mark and return work set, including homework, within an agreed and reasonable time.
- To carry out assessment programmes as agreed by the College or department.
- To complete student reports in line with College policy.
- To attend parents' evenings as required and keep parents informed about their child's progress and future targets.

## **Performance Management and Professional Development**

- To take part in the College's staff development programme by participating in arrangements for further training and professional development.
- To continue own professional development in the relevant areas including subject knowledge and teaching methods.
- To participate in arrangements for the appraisal and review of your own performance and, where appropriate, that of other teachers and support staff.

## **Pastoral**

Responsibilities as a Form Tutor will include:

- To adhere to the Tutorial Programme as directed by the Raising Standards Leader.
- To attend assembly with your Form Group unless a dispensation has been given.
- To promote the general progress and well-being of individual students and of the Form Group as a whole.
- To build good relationships with your tutees so that they will look to you for support and advice.
- To help students with individual guidance as necessary.
- To report any issues of concern to the Pastoral Leader and Raising Standards Leader.
- To maintain an accurate register of attendance and do everything possible to encourage good attendance.
- To deal with other returns and requests for information about students in the Form Group as required.
- To implement the College Policy on personal appearance, uniform and behaviour of the students.
- To support in the monitoring of students who are on report in accordance to the behaviour policy.

*This job description is not a comprehensive definition of the post. It will be reviewed regularly and may be subject to modification or amendment at any time after consultation with the post holder.*