FALKIRK COUNCIL

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Recruitment Pack
St Mungo's High School
Merchiston Avenue
FALKIRK
FK2 7JT

"Teaching in Falkirk is more than just a job – it demands a shared commitment to support children and young people to be successful by creating the best learning environment for all of those in our care. Committed, caring and ambitious teachers make the difference in terms of 'getting it right for every child' and improving attainment and achievement. If this challenge resonates with you come and join us. Falkirk schools believe in better, we want teachers who feel the same."

LEARNING TO ACHIEVE

ffb for falkirk's bairns

MY FUTURE'S IN falkirk

Advert – Teacher of Physical Education 1.0 FTE

St Mungo's High School – **Ref: ES3787**

Falkirk Council is seeking to recruit class teachers who are highly skilled practitioners, committed to delivering the very best learning and teaching experiences for our children and young people.

The key policy document for Falkirk schools is *Learning to Achieve*. This was co-created by Head-teachers, teachers, early years practitioners, support staff, parents/carers, pupils and other partners. It sets out clearly our expectations for our class teachers, namely that they are practitioners who demonstrate commitment to meeting the needs of all learners by:

- reflecting critically on their practice
- being proactive in seeking professional learning opportunities that further enhance their skills and knowledge
- adopting flexible, creative approaches to meet the needs of all learners
- using current educational thinking to inform their practice
- making good use of professional collaboration in school and beyond
- communicating effectively with others

Successful applicants will:

- hold an appropriate secondary qualification
- be fully registered with the General Teaching Council, Scotland (GTCS)
- be able to demonstrate that they possess the commitment, knowledge and skills outlined in the Standard for Full Registration

Successful applicants who progress to the next stage of the recruitment process will be invited to attend:

- Classroom observation
- Short Leet interview

Successful applicants for posts working with children or vulnerable adults will be subject to disclosure checks or the new PVG scheme and approval by Care Commission Scotland.

Applicants are encouraged to be explicit in detailing their skills, experience and attributes that they can bring to this post.

FALKIRK COUNCIL – CHILDREN'S SERVICES

JOB DESCRIPTION

Post:	Teacher
Service:	Children's Services
Salary:	Class Teacher

1. The Duties of Teachers

The duties of teachers shall be expressed in the Scheme of Conditions of Service and be:-

Subject to the policies of the school and the education authority to perform such tasks as the Headteacher shall direct having reasonable regard to overall teacher workload related to the following categories:

(a)Teaching assigned classes together with associated preparation and correction.
(b)Developing the school curriculum.
(c)Assessing, recording and reporting on the work of pupils.
(d)Preparing pupils for examinations and assisting with their administration.
(e)Providing advice and guidance to pupils on issues relating to their education.
(f) Promoting and safeguarding the health, welfare and safety of pupils.
(g)Working in partnership with parents, support staff and other professionals.
(h)Undertaking appropriate and agreed continuing professional development.
(i) Participating in issues related to planning, raising achievement and individual review.
(j) Contributing towards good order, and the wider needs of the school.

2. The Working Year for Teachers

The working year for teachers shall consist of 195 days of which 190 days will coincide with the school year for pupils with the remaining 5 days being worked by the individual teacher on duties as planned by the local Council (e.g. in-service training)

3. The Working Hours of Teachers

i. The working week of Teachers under the overall direction of the Head Teacher shall be 35 per week.
ii. An additional contractual maximum of 35 hours CPD per year, e.g.:
   - Personal professional development
   - Attendance at national or local courses
   - School based activities e.g. working groups, curricular development, etc

4. Demands

This job requires contact with vulnerable groups therefore you will required to join the PVG scheme or undergo a PVG scheme update check prior to formal offer of employment.

Person Specification - Post: Class Teacher (Secondary)

Aspect	Essential (E) Desirable (D)
Qualifications	
Relevant Degree / Qualification and GTCS Registration	E
Maintenance of PVG Scheme Membership	E
Additional relevant qualification(s)	D
Professional Knowledge and Understanding	
Articulates/demonstrates a broad critical understanding of the principles of Curriculum for Excellence (CfE)	E
Articulates an understanding of the professional practices required to deliver CfE	E
Articulates an understanding of pupil learning and demonstrates an ability to develop innovative, creative and imaginative curricular planning	E
Evaluates and justifies the use of a range of teaching strategies / resources in relation to curriculum requirements and pupil need	E
Evidences curriculum development that has led to improvement in teaching and learning	E
Models high standards of literacy and numeracy	E
Demonstrates sound knowledge of specialist curriculum area	E
Demonstrates sound knowledge of literacy, numeracy and health & well-being across the curriculum and their contribution to children's learning and general development	E
Demonstrates experience of involvement with SQA or equivalent	D
Evidences contributions to inter-disciplinary learning	D
Demonstrates experience of contributing to the development of school policy and improvements through, e.g. membership of working/writing/development groups	D
Professional Skills and Ability	
Reflects on and acts to improve professional practice, demonstrating commitment to self evaluation against the Standard for Full Registration	E
Communicates clearly making skilful use of a variety of media including ICT to interact productively with pupils individually and collectively	E
Organises and manages classes, resources and behaviour to achieve safe, orderly and purposeful activity	E
Demonstrates commitment to the use of restorative approaches	E
Understands and applies the principles of assessment, recording and reporting	E
Evidences experience of assessment in relation to SQA (or equivalent)	E
Evidences experience in monitoring and tracking pupil progress to raise achievement	E
Evidences the use of assessment results to improve teaching and attainment/achievement of pupils	E
Demonstrates ability to amend teaching approaches to meet all pupils' needs	E
Demonstrates ability to use assessment information to identify barriers to learning and devise ways of overcoming these, where appropriate with support from others within and out with school	E
Works cooperatively with other professionals, staff and parents / guardians	E
Reports meaningfully to other professionals, staff and parents/guardians	E
Demonstrates consistent application of active methodologies	D
Evidence of leading a curriculum initiative at departmental/ whole school/cluster level	D
Demonstrates experience of delivering & assessing for alternative qualifications	D
Has used the environment and resources outside the classroom and school to support teaching and pupils' learning	D
Has created opportunities and processes that allow the active engagement of other professionals, staff and parents	D

Professional Values and Commitment	
Evidence of commitment to social justice, inclusion, caring for and protecting children	E
Evidence of understanding and application of the principles of GIRFEC	E
Evidence of active involvement in professional dialogue with colleagues	E
Evidence of participation in professional learning related to the needs of the learner, themselves and their establishment as key means to improving practice	E
Proven contribution as an active partner in their school community within department, faculty and school, by demonstrating e.g.experience of sharing practice/working in a team, effective time management and organisational skills	E
Demonstrates a high level of personal motivation and commitment	E
Demonstrates ability to present key ideas/information professionally	E
Has a professional manner and appearance	E
Evidence of facilitating or leading professional learning communities	D
Demonstrates ability to motivate colleagues	D
Evidence of involvement in out of school activities which have enriched the pupil experience	D
Demonstrates awareness of GTC Code on Professionalism and Conduct	D
Demonstrates an understanding of the importance of handling sensitive information and situations appropriately	D
Demonstrates an understanding of the importance of recognising personal achievement	D
Evidence of successful experience as form tutor and/or providing personal support	D
Maintain PVG Scheme membership	E
Gaelic language skills	D

St Mungo's High School – School Profile

GENERAL INORMATION ABOUT THE SCHOOL

Head Teacher: Dr Tricia Holland

Address of School: St Mungo's High School
Merchiston Avenue
Falkirk
FK2 7JT

Telephone Number: 01324 614614

E-mail Address: stmungoshighschool@falkirk.gov.uk

St. Mungo's High school is the sole denominational secondary school in Falkirk Council and so its catchment area covers all the towns and villages of the Council with the exception of Denny. The original school, which opened in 1953, was a junior secondary but since the re-organisation of secondary education in the 70's it has served the area as a comprehensive school. The new school building opened in June 2009 and caters for up to 1400 pupils. The school has state of the art facilities and has heavily invested in IT.

School and its Community

The present roll of the school is 1213 and our associate primary schools are Sacred Heart R.C. Primary in Grangemouth, St Mary's R.C. Primary in Bo'ness, St. Joseph's R.C. Primary in Bonnybridge, St. Andrew's R.C. Primary in Falkirk, St. Francis Xavier in Falkirk and St Bernadette's R.C. Primary in Larbert. As we serve a very wide area, a large percentage of our pupils travel by contract transport to the school each day.

The school enjoys a staff of almost 100 teaching staff and 30 support staff. The Senior Management Team consists of Rector and 4 Depute Rectors and a Resource Manager. There are 9 Faculty Heads/Heads of House and 3 Pastoral Heads. The school day begins at 9.00 a.m. It ends at 2.55 p.m with a timetable based on 6 periods on Monday, Wednesday and Friday and at 3.45pm with the timetable based on 7 periods on a Tuesday and Thursday.

The school has developed close liaison with the community and, with the help of the pupils and parents, enjoys a high reputation for the pursuit of excellence in every area of education. The parents of the school are extremely active and the school has a very supportive Parent Council and Parent Teachers Association. Both bodies have regular meetings throughout the session.

The Curriculum

The school offers a common curriculum in the first three years of secondary education with pupils given the opportunity to develop their skills. In S4 pupils follow 5 or 6 courses at National 4 or National 5 level. In S5/6 students may take a range of qualifications, ranging from National 4 to Advanced Higher. The school has also developed flexible approaches in all areas of the curriculum and is part of the Falkirk Council Consortium arrangements for S5 and S6. The school is also part of a programme which is developing increased flexibility within the curriculum for S3 and S4 pupils in partnership with Forth Valley College.

The school has achieved good results at SQA level and has shown continuous improvement in this area. There is a detailed target setting and tracking procedure for each pupil within the school and this has been seen as a key factor in the good SQA results which the school and its pupils have attained.

A Caring School

St. Mungo's High School is a caring school with a strong Catholic Ethos. Mass is celebrated frequently in the school Oratory. Whole school Mass is celebrated on Holidays of Obligation and on other special occasions. Morning prayer is a feature of the school.

Pupils are encouraged to be tolerant of others and care for the needs of colleagues and the community at large. We work closely with community groups and there is a Justice and Peace Group, Life Group and a Charities Group. Each Friday, there is a Charity Collection that provides for a whole range of needy causes.

<u>Partnerships</u>

The school is an active partner in a Locality Model which includes the associate primary schools, Forth Valley Health Board, Community Services, Social Work, Local Clergy and Central Scotland Police.

Health Promotion and Environmental issues are important to the school and the school is to the forefront of promoting healthy lifestyles within the Falkirk Council Schools. Recently, the school received recognition for its work in improving the environment.

The pupils of the school have opportunities to work in partnership with industry, further and higher education. We have a Determined to Succeed programme involving pupils from S1 to

S6. The school is proud of the range of partnerships that it has developed with industry, Further and Higher Education establishments and Training Agencies. The school enjoys a good reputation for the number of pupils who go to university, further education, employment and training.

Extra-Curricular Activities

The school has a range of extra-curricular activities taking place throughout the year. There are lunchtime Clubs and sports teams at every stage of the school organised by teaching staff who freely give of their own time.

If you require further information about St Mungo's High School, please contact Dr Tricia Holland on 01324 614614

"Let Christ Shine Through You"

Information Resources

- School page on Falkirk Council website
https://www.falkirk.gov.uk/schools/secondary-schools/st-mungos-rc-high-school

- School website
http://www.stmungoshighschool.co.uk/

- School Bluesky
@stmungoshs.bsky.social