



THE URSULINE ACADEMY ILFORD

A Catholic Secondary School for Girls Aged 11-19 in the Diocese of Brentwood



MISSION STATEMENT:

The Ursuline Academy Ilford is a Catholic community of faith, love, kindness and service. Guided by Gospel values and the Holy Spirit, we strive to create an inclusive environment where everyone in our diverse community can reach their full potential in all their endeavours.

Our young women are inspired by the witness of St Angela and the vibrant school community, whose motto 'SERVIAM'- I will serve, empowers us all to play our full part in society.

Subject Lead: Food & Nutrition

November 2024



WELCOME FROM THE HEADTEACHER

The Ursuline Academy Ilford is a four-form entry Catholic comprehensive school for girls aged 11-19, serving students who are supportive of and fully committed to the Catholic ethos of the school. Students who come here, join a community that is committed to success.

The school was founded by the Ursuline Order in 1903 and has been providing high quality education and pastoral care ever since. The school has a strong sense of community underpinned by Gospel values. Visitors regularly remark on the purposeful working atmosphere in which all are expected to do their best. We have an inclusive and community-focused ethos of which we are very proud. Our pupils are welcoming, engaging and articulate. They are ambitious for the school and for their own life beyond it. Consequently, students' behaviour for learning is exemplary.

Governors and staff at the school commit themselves to:

- Recognising the value and uniqueness of every student we teach
- Ensuring that the school is a safe place to be and one where the interests of justice are served
- Creating a community which is inclusive, one whose basis is mutual respect and equality
- Maintaining the long tradition of trust, cooperation and courtesy
- Generating good order and discipline based on sound relationships between staff, students, parents and carers
- Nurturing the religious and intellectual lives of our students through curricular and extra-curricular activities
- Inviting parents and carers to play an active role in their daughter's development, academically, spiritually and morally.

I am delighted you are interested in our school and hope this gives you some insight into who we are and what we stand for.



Fiona A Stone
Headteacher

THE URSULINE ACADEMY ILFORD

SUBJECT LEAD: FOOD & NUTRITION

From: 6th January 2025

Salary Range: MPS (Outer London) - UPS (Outer London) available to the right candidate plus
TLR 2A £3,390

We are looking to recruit a creative, enthusiastic, inspiring individual. They will be a key contributor to this hugely successful, popular and oversubscribed Academy whose ethos is underpinned by Gospel values and the Ursuline motto of 'Serviam'. **The design & technology department has benefitted from a brand-new kitchen suite fitted in the food room in August 2024**

Applications are welcome from established teachers who have a proven track record of academic success and who are committed to comprehensive education. The person appointed will be expected to make a significant contribution to the academic, spiritual, moral and cultural well-being of young people and will lead an already successful department along the next stage of its development. In addition, the post will provide an excellent opportunity for professional development.

HOW TO APPLY

Application Form is available to download from www.uai.org.uk/vacancies. Please submit a letter of application together with your application form, your letter should address the selection criteria and include your thoughts on what makes a good Lead Practitioner.

Please return your completed application form via email to: applications@uai.org.uk

Visits can be arranged by appointment please contact our HR Officer for details.

Applications will be assessed upon receipt and we reserve the right to interview and appoint prior to the closing date. Early applications are therefore strongly advised. References will be taken up prior to interview.

The Academy is committed to safeguarding and promoting the welfare of children. To ensure that this is achieved we expect all employees to share this commitment and staff will be recruited and selected in line with Safer Recruitment Policy and practice. The successful applicant will undertake an enhanced DBS check.

Please note we are unable to accept CVs.

Closing Date: Friday 6th December 2024

Interview Date: w/c Monday 9th December 2024

Subject Lead: Food and Nutrition

JOB DESCRIPTION

Post Title	Subject Lead: Food and Nutrition
Reporting to	Head of department – Design & Technology
Main Purpose	To lead the teaching of Food & Nutrition at Key Stages 3 and 4, ensuring high standards of curriculum delivery, student engagement, and achievement. The Subject Lead will work closely with the Head of Department to align the subject with the academy’s vision, ethos, and development plan, and will play a key role in developing innovative teaching practices and extra-curricular activities within the subject area.
Liaising with	Academy teachers & support staff
Working Time	Full time
Salary/Grade	Main scale or UPS
Disclosure Level	Enhanced DBS Check Barred List Check Annual Employee Declaration
Main Core Duties & Responsibilities	
Embedding Culture	<ul style="list-style-type: none"> • Contribute to an ambitious vision for Food & Nutrition aligned with the school’s Catholic ethos, mission, and development plan, in collaboration with the Head of Department. • Create and sustain a culture of high expectations, aspirations, and innovation within the Food & Nutrition curriculum. • Focus on improving provision and outcomes to reduce the achievement gap for all groups, especially disadvantaged pupils. • Model high expectations for conduct and professionalism for both colleagues and pupils. • Regularly communicate successes and progress within the subject area to staff, students, and parents through bulletins, newsletters, and assemblies.
Curriculum Leadership and Management	<ul style="list-style-type: none"> • Ensure that every pupil receives high-quality curriculum provision in Food & Nutrition, from Year 7 to Key Stage 4. • Design and implement a long-term curriculum plan that provides pace, challenge, breadth, and opportunities for assessment. • Lead on the development and updating of schemes of work and programmes of study, ensuring differentiation to meet the needs of all learners, including those with EHCPs. • Embed literacy and numeracy within the Food & Nutrition curriculum, with a focus on extended writing, challenging reading materials, speaking, listening, and practical cooking skills. • Develop a Catholic curriculum that celebrates diversity, equality, and inclusion, aligning with the academy’s values. • Provide enriching opportunities for students through extracurricular clubs, workshops, and trips, enhancing their practical and theoretical understanding of food, health, and nutrition.

<p>Learning, Teaching and Assessment</p>	<ul style="list-style-type: none"> • Create an ethos within the department that ensures every lesson is engaging, purposeful, and impactful. • Model best practices in teaching, lesson planning, and resource preparation for colleagues. • Lead on marking, assessment, and feedback in Food & Nutrition, ensuring alignment with school policies. • Ensure that lessons are suitably challenging, promoting high expectations, and that students make consistent progress. • Develop formative and summative assessment tools for Food & Nutrition, providing analysis of results to inform teaching and improve outcomes. • Manage and maintain resources effectively to maximise student engagement and promote varied and practical learning experiences.
<p>Leadership and Professional Development</p>	<ul style="list-style-type: none"> • Stay informed about recent developments in food education and best classroom practices, sharing knowledge and skills with colleagues. • Contribute to departmental self-evaluation and improvement planning, working collaboratively with the Head of Department. • Mentor and support trainee teachers and colleagues within the department as required. • Oversee examination entries for Food & Nutrition, ensuring compliance with relevant guidelines. • Ensure the equitable and efficient allocation of teaching timetables within the subject area.
<p>Outcomes and Accountability</p>	<ul style="list-style-type: none"> • Take joint responsibility, with the Head of Department, for student achievement and standards within Food & Nutrition. • Monitor and analyse the progress of all student groups, particularly those with additional needs or from disadvantaged backgrounds, ensuring excellent outcomes. • Lead on intervention strategies for students at risk of falling behind, ensuring they receive tailored support to achieve their potential. • Assist in writing exam results analysis and contribute to the overall development and improvement plan for the department.
<p>Quality Assurance and Administration</p>	<ul style="list-style-type: none"> • Contribute to the annual Departmental Evaluation Report and Departmental Development Plan, ensuring Food & Nutrition is well-represented. • Assist in reviewing and updating the subject's assessment and feedback policies annually. • Complete risk assessments for extracurricular activities, trips, and practical lessons, using the Evolve system. • Ensure effective communication with parents and staff through the school website, bulletins, and newsletters.

Supporting School Ethos	<ul style="list-style-type: none"> • Uphold and contribute to the Catholic ethos and values of the Ursuline Academy. • Implement the academy’s policies on equal opportunities, ensuring all pupils are treated fairly regardless of background or protected characteristics. • Maintain strict confidentiality and comply with data protection regulations. • Promote and contribute to safeguarding practices, reporting any concerns to the appropriate school leaders.
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GENERAL DUTIES AND RESPONSIBILITIES

Green Statement	<p>This will involve:</p> <ul style="list-style-type: none"> • Contributing to the Academy's commitment to making Redbridge a cleaner, greener place to live. Demonstrating good environmental practice (such as energy efficiency, use of sustainable materials, sustainable transport, recycling and waste reduction) in your job. • Supporting the Academy’s commitment to work towards a paperless office. • Encourage and support the use of sustainable travel to and from the school.
Data Protection/ Confidentiality	<p>This will involve:</p> <ul style="list-style-type: none"> • Complying with the Data Protection Act 1998 – treating all information acquired through your employment, both formally and informally, in strict confidence and in accordance with Caldicott principles. • Complying with the Code of Conduct, other practice guidelines and the rules and protocols defining staff access to and use of the Academy’s database and systems. Any breaches could result in disciplinary measures. • Maintaining client record and archive systems in accordance with departmental procedure, policy and statutory requirements.
Conduct and Whistleblowing	<p>This will involve:</p> <ul style="list-style-type: none"> • Complying with the requirements of the Code of Conduct and maintaining high standards of personal conduct, honesty and integrity. You have a duty to raise any impropriety or breach of procedure to the appropriate level of management. Staff making such disclosures (whistleblowing) are protected and may make them without fear of recrimination.
Safer Working	<p>This will involve:</p> <ul style="list-style-type: none"> • Commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults. The Academy will require a DBS (formerly CRB) Disclosure check and Barred List (formerly List 99) check. References will be taken up prior to interview. • Annual Employee Declaration
Equalities	<p>This will involve:</p> <ul style="list-style-type: none"> • Complying with the Academy’s strong commitment to achieving equality of opportunity and outcomes for staff and students. You are expected to

	understand, comply with and promote Academy policies in your work, to undertake any appropriate training and, where appropriate, to report any prejudice or discrimination.
Standards	This will involve: <ul style="list-style-type: none"> • Complying with the Academy’s high standards thereby promoting the continued development of high quality, individualized service to all staff and students.
Health and Safety	This will involve: <ul style="list-style-type: none"> • Being responsible for your own Health & Safety, as well as that of colleagues, students and the public. Staff should co-operate with management, follow established systems of work, use protective equipment where necessary and report defectives and hazards to management.
To contribute as an effective and collaborative member of the team	This will involve: <ul style="list-style-type: none"> • Taking responsibility for continuing self-development and participating in training and development activities. • Supporting and contributing to ensure a commitment to continued efficiencies and improvements.
Flexibility	This will involve: <ul style="list-style-type: none"> • The above-mentioned duties are neither exclusive nor exhaustive. From time-to-time, you may be required to undertake responsibilities outside the normal remit of your Job Description as required by the Line Manager and are broadly within your grading level and competence.

DECLARATION

I have read the Job Description and agree to all the terms and conditions set out. I also agree to comply with all School Policies, Child Protection/Safeguarding and Health & Safety regulations. I understand that this Job Description is not an exhaustive list and I agree, when required, to undertake any reasonable request made by the principal.

Name:

Signature:

Date:

PERSON SPECIFICATION

The Person Specification shows the abilities and skills necessary to carry out the duties in the Job Description. You should indicate clearly how you meet these requirements with examples of impact when completing the Application Form and Supporting Statement.

L = Assessed by Application	I = Assessed at Interview	R = Assessed by Reference	E = Essential	D = Desirable
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QUALIFICATIONS, KNOWLEDGE AND EXPERIENCE

Fully supportive of the Academy’s Catholic Ethos	L		E	
Experience teaching Food & Nutrition at Key Stages 3 and 4	L		E	
QTS	L		E	
Previous experience in subject leadership or coordinating extracurricular activities.	L	I		D
Experience in developing a diverse and inclusive curriculum	L			D
Evidence of and commitment to continuing professional development	L			D
Extensive knowledge of recent curriculum innovation, its assessments and differentiation.	L	I		D

PROFESSIONAL ATTRIBUTES AND VALUES

A positive enthusiastic outlook embracing risk and innovation	L	I		D
Commitment and dedication to social justice, equality and excellence		I	E	
Courage and conviction to achieve the best outcomes		I	E	
Respect and empathy towards others		R	E	
Resilience, perseverance and optimism in the face of difficulties and challenges	L	R	E	
Decisiveness, consistency and focus on solutions	L	I		D
Drive for improvement and challenging underperformance		R	E	
Capacity to be flexible, adaptable and creative	L	R		D

TEACHING AND LEARNING

High quality teaching and learning skills		I	E	
A commitment to raising standards and promoting excellence in Food & Nutrition.		R	E	
A commitment to and evidence of high expectations and standards for students work	L	I	E	
Knowledge/evidence of very good outcomes for classes taught			E	
Knowledge of current educational practices in food and nutrition education.		I	E	
A clear understanding and use of Assessment for learning		I	E	
Ability to use data effectively to evaluate student teaching, group progress and achievement	L	I	E	

PERSONAL QUALITIES AND SKILLS

Presence		I		D
High level interpersonal skills with ability to communicate effectively both orally and in writing with a variety of audiences		R		D
Ability to lead and build productive relationships with students, staff, parents and external agencies.	L	R		D
Ability and willingness to empathise and listen, and to be self-critical and reflective		R		D
Drive, vision, enthusiasm, hard work, integrity, creativity, flexibility and resilience	L			D
Understanding of and commitment to equal opportunities in its widest sense and a commitment to inclusive education	L		D	

Safeguarding

Motivation to work with students/young people		I	E	
The ability to form and maintain appropriate relationships and observe personal and professional boundaries with students/young people.		R	E	
Emotional resilience in working with challenging behaviours		R		D

The school is committed to recruitment for inclusion and diversity. The school is also committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointment to this post will be subject to an enhanced DBS check.

