

# The Helena Romanes School



TEACHER OF RESISTANT MATERIALS /  
PRODUCT DESIGN  
OR  
INSTRUCTOR OF TIMBER



Parsonage Downs, Great Dunmow, Essex CM6 2AU

Tel: 01371 872560

Email: [eball@hrs.education](mailto:eball@hrs.education)

<https://www.helena-roman.essex.sch.uk/>

## **School Information**

Helena Romanes School is a mixed state all through school catering for students from ages 4 through to 18. Set in leafy Great Dunmow, the school prides itself on being a school for the community whilst providing students with a broad range of enriching experiences to prepare them for their future lives. We value every aspect of our students, not just their academic success, and foremost of our values is kindness. In whatever capacity you join our school, as teacher, parent, student or support staff, you will be joining a friendly and inclusive community where your individuality is valued.

Students can join us at any stage of the journey. The primary phase opened in 2021 and currently consists of years R-5, with plans to expand to a two-form entry in 2025. Staff with a child in the primary school benefit from a 50% discount in wraparound care fees and the knowledge that their child is learning happily nearby.

Students in KS3 benefit from a broad range of subjects which include the core subjects of English, Maths and Science (double and triple award is offered), as well as a number of humanities subjects, including Religious Studies, History, Geography and Classical Civilisation. In addition there are numerous practical subjects such as PE, Design & Technology (including Textiles and Timber), Music, Art and Drama. We have impressive facilities: a large sports hall, specialised dance studio, extensive playing fields and astro turf, as well as a large library and well-equipped performing arts facilities. At KS4, students typically opt for between nine and ten GCSE subjects.

Many students choose to remain with us to continue their learning as valued members of the 6th form. Although we have a dedicated 6th form teaching block (complete with Costa cafe), lessons also take place in the main school building. Most Sixth Formers take at least three A-levels and may choose the EPQ and other qualifications in addition.

Students of all ages benefit from the passion and dedication of their teachers who give so generously of their time to help our students. Departments frequently run trips and excursions to extend and enrich students' classroom learning, and many of our Year 13s go on to continue their learning at universities or further education establishments. Helena Romanes School is committed to educating the whole person, and to this end we run co-curricular activities such as Duke of Edinburgh and adventurous trips with companies like World Challenge: in 2025 some students and a few lucky staff members will be going to Cambodia.

Helena Romanes School is committed to developing not only its students but also its staff. We welcome Early Careers Teachers as well as unqualified teachers, and we have a number of experienced mentors on our staff. ECTs and their mentors work with our Appropriate Body - Saffron Teaching School Hub - and receive in-house training as well as the statutory entitlements during their induction period. The senior leaders of Helena Romanes prioritise staff wellbeing; staff training and social events are organised with this in mind.

Benefits from working at Helena Romanes School include:

- The school is a popular and successful all through comprehensive situated in the beautiful North Essex countryside with good communication links to London and the South East and is approximately 7 miles from Stansted Airport.
- The school is currently located adjacent to the town's leisure centre and we have ample on-site parking.
- We are proud to offer our staff a 50% discount on wraparound care for their children in the primary school, helping to support work-life balance. This benefit provides significant savings on before and after school care for children, ensuring that our team can feel confident and supported both at work and at home.

This is an exciting time to join the school:

- It is confirmed that Bowmer & Kirkland will commence our new school building shortly, funded by the Department for Education. This building will be to the highest specification with brand new equipment and a fully resourced technology area. The school is set to open to the primary phase in 2025 and the secondary and sixth form phase in 2026.
- Helena Romanes has made excellent progress with the support of Saffron Academy Trust towards being judged by Ofsted as a Good school (Oct 2023). Working with the talented senior leadership team that is in place across all phases of the school, and drawing on the commitment from staff to provide the best possible outcomes for the pupils.

**Start Date:** April or September 2025

**Salary:** Unqualified/MPS/UPS

**Contract Type:** Full Time

**Closing Date:** 24th February 2025

**Interview Date:** 3rd March 2025

### **Technology at Helena Romanes School**

The successful candidate will be able to teach up to GCSE (A-level is desirable but not necessary) in Design & Technology. At HRS, Technology comprises the disciplines of Textiles, Timber and Food & Nutrition. This post is suitable for both ECTs and experienced teachers looking for a new challenge or you may be someone with experience in this field who can learn the required curriculum and become an Instructor of Timber. For the right candidate we may be able to train and support you to develop a second subject. The



technology department is incredibly well-resourced with warm and supportive, experienced colleagues who work as a dedicated team supporting students to aspire to the highest standards.

The technology curriculum is broad and rich, allowing students to explore and enhance both their academic and practical skills. Students typically do very well and consistently achieve positive value added scores at GCSE. Timber is a very popular choice and has three classes at KS4, Textiles has one class this year, as does Food & Nutrition but we are keen to grow this and students are enthusiastic.

The department consistently performs very well academically at GCSE and are expanding their provision to KS5 as of 2025. We have two dedicated technicians who are invaluable in supporting our provision to our students. This is an exciting time to join both the department and the school and you will benefit from supportive and passionate colleagues as we continue to innovate to ensure we are providing our students with a forward-thinking curriculum for their future careers.

The successful candidate will:

- Be an inspiring classroom teacher or someone with experience in this field who can learn the required curriculum.

- Raise achievement through high quality teaching and learning in Technology.
- Be passionate about motivating young people to make good progress.
- Be an enthusiastic professional committed to providing our students with an excellent education.
- Be a positive team player with a strong commitment to professional development.

## **Classroom Teacher Job Description**

**Responsible to: Head of Subject/Head of Faculty**

**Responsible for: Teaching classes and other subjects as allocated by the Leadership Team**

### **Core Purpose**

- To provide excellent teaching so all students achieve their potential within an atmosphere in which students feel challenged, valued and secure.
- To assist the Headteacher and Leadership Team in the overall management and development of the school.

### **1. Teaching and Learning**

- Plan and deliver lessons to ensure that excellent teaching, learning and progression takes place in all allocated classes.
- Mark, assess, record and report on student achievement and maintain accurate records as required.
- Prepare students for examinations and take part in standardisation or moderating exercises as required by the Subject/Faculty or examination boards.
- Meet deadlines for reporting, marking, submission of coursework and other assignments.
- Use data effectively to evaluate student progress and inform learning programmes.
- Ensure homework is regularly set and marked.
- Follow school policies for assessing, recording and reporting on student achievement, and use these to set targets for further improvement.
- Establish high expectations and ensure that clear targets are set for student achievement including those with special educational needs, the more able, and those who are disadvantaged.
- Contribute to the development of schemes of work, Subject, Faculty and School policies as appropriate.
- Employ a range of behaviour management strategies to maintain a purposeful, orderly classroom environment including neat storage and learning centred displays.
- Undertake specific duties within the Faculty as agreed with your line manager.

- Attend and contribute to appropriate meetings and professional development activities.
- Follow school policy and support the Leadership Team in the effective operation of the school.
- Teach, including planning, setting homework, marking and assessment in line with school policies.
- Engage with whole-school initiatives.

## 2. Management of Resources

- Ensure that school resources are properly maintained.
- Maintain an orderly classroom with neat storage and safekeeping of school property.

## 3. Other Professional Requirements

- Establish good working relationships with staff, students and parents.
- Have responsibility for a tutor group as required.
- Use the subject taught to prepare students for the opportunities, responsibilities and experiences of adult life.

### Person Specification: Classroom Teacher

Category	Essential	Desirable	Evidence
<b>Qualifications</b>			
Qualified to teach and work in the UK	✓		Application Interview References
Ability to teach ages 11-16	✓		
Ability to teach Post 16		✓	
Good relevant degree		✓	
<b>Experience, Knowledge &amp; Understanding</b>			
Experience of raising supporting students' progress		✓	Application Interview References
Evidence of continually improving own teaching and learning		✓	
Up to date knowledge in the subject area	✓		
Good knowledge of pedagogy		✓	
Able to use ICT as a vehicle for effective learning and teaching	✓		
Understanding of the strategies needed to establish consistently high aspirations, outcomes and behaviour		✓	
<b>Personal Qualities</b>			
A willingness to lead development of policies and practices and promote collective responsibility for their implementation	✓		Application Interview References

High expectations for accountability and consistency	✓		
Resilience, motivation and commitment to driving up standards of achievement	✓		
Enthusiastic, confident, positive, self-motivated and determined	✓		
Excellent communication, planning, organisational, listening and time management skills	✓		
Effective and systematic behaviour management, with clear boundaries, sanctions, praise and recognition	✓		
Commitment to regular and on-going professional development and training to establish outstanding classroom practice	✓		
Readiness to reflect and self-evaluate, and the ability to change, develop and improve	✓		
Work effectively alone and as a part of a team	✓		
Develop positive relationships and act as a role model to staff and students	✓		
High levels of honesty and integrity	✓		
<b>Other</b>			
The post holder will be subject to an Enhanced Disclosure and Barring Service (DBS) check	✓		Application Interview References
The post holder must be committed to safeguarding the welfare of children and to providing equality of opportunity.	✓		

### How to Apply:

To apply for the position, please submit a letter of application, no longer than two sides of A4, outlining why you are a suitable candidate for the role, and an application form, which can be found on our website, to our HR Officer Eleanor Ball via email [eball@hrs.education](mailto:eball@hrs.education)

The Governing Body is committed to promoting equality of opportunity, celebrating diversity, safeguarding and promoting the welfare of children and young people. It expects all staff and volunteers to share in this commitment. This post is subject to an enhanced DBS check and satisfactory references.

The school reserves the right to interview candidates before the published closing date.

Visits to the school to meet with our students and staff are welcomed. Please contact Elle Ball, HR Officer to arrange a convenient appointment or to answer any questions that you may have. [eball@hrseducation.co.uk](mailto:eball@hrseducation.co.uk)

All applications must be made using our application form. Please visit [www.helena-romanes.essex.sch.uk](http://www.helena-romanes.essex.sch.uk) for more information and an application form.

*The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. This post is subject to an enhanced DBS check and satisfactory references.*