



**FRED LONGWORTH**  
HIGH SCHOOL



Belonging, Engaging, Succeeding Together

**In association with**



**Kingsbridge**  
INITIAL TEACHER TRAINING (SCITT)



# **Apprentice Teacher/ Graduate Trainee Teachers Application Pack**

**Required for: September 2024**

**To begin training: July/September 2024**

**POSTAL ADDRESS**

Printshop Lane, Tyldesley,  
Manchester, M29 8JN

**CONTACT US**

[enquiries@flhs.wigan.sch.uk](mailto:enquiries@flhs.wigan.sch.uk)  
<https://flhs.org.uk>

**CONTACT KINGSBRIDGE**

Community First Academy Trust,  
Rivington Avenue, Platt Bridge,  
Wigan, WN2 5NG  
[info@cfat.org.uk](mailto:info@cfat.org.uk)  
Tel: 01942 487999



# About our School

*“There is a calm and orderly atmosphere in lessons and around the school. Pupils reported that staff will deal with any rare incidents of poor behaviour quickly and effectively.”*  
**OFSTED 2022**

## Welcome to Fred Longworth High School

Established in 1964, Fred Longworth High School is a large 11-16, mixed comprehensive school with 1300 students on roll. It is a wonderful school, renowned for its family atmosphere and excellent reputation for innovative teaching and learning. Our reputation locally means that we are always over-subscribed and we pride ourselves on the strength of our relationships with students and parents. The school was graded ‘good’ in its last inspection (October 2022).

This is an exciting time to be joining our school. In July 2021 the Maths and Humanities Faculties relocated to brand-new, state of the art facilities in a purpose-built block. This work was the first phase in the complete rebuild of the school. During October 2023, the rebuild was completed with the new school opened in November ensuring that Fred Longworth High School has state-of-the-art facilities for all subjects.



### 2020/21

Demolition of our old Mathematics and Humanities blocks, replaced by a new £3.3 million three floor building.



### 2022/23

Work commences on a brand new building on our school field to replace our existing school. Work was completed by October 2023 and opened in November.



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# Welcome from our Headteacher



Dear Applicant

Thank you for your interest in the position of **Apprentice Teacher** at Fred Longworth High School.

We are recruiting two Graduates to work and train to teach within Modern Foreign Languages (French and/or Spanish) and Mathematics.

**Whether you are a graduate looking to secure qualified teacher status, an experienced individual already employed in a school wanting to use your degree to progress further or a career changer – we look forward to receiving your application!**

Your employment will begin 1<sup>st</sup> September 2024, and your apprenticeship/programme of teacher training will officially begin in June/July 2024. You will be placed in our school for four days a week with one day weekly training with [Kingsbridge EIP SCITT](#) to support your apprenticeship and progress towards qualified teacher status.

## You'll be joining a school team that offers:

- Pupils whose behaviour is excellent and who enjoy learning.
- An exciting and caring environment in which to work and teach.
- A friendly and supportive staff who have high expectations of what can be achieved.
- An ambitious and supportive leadership team with a clear vision for the school.
- High quality support and professional opportunities.
- A Board of Trustees who are extremely supportive of the sole purpose to attain the highest standards in all areas.
- A genuine opportunity to make a difference.



## We are seeking to appoint someone who is:

- Ready to train to be a qualified teacher.
- Ambitious, energetic and enthusiastic.
- Committed to sharing good practice.
- Committed to raising standards through research-informed practice.
- Committed to delivering excellence.
- Self-motivated, has excellent organisational skills and has personal drive to complete tasks to required timescales.

These are exciting and very rewarding opportunities, and we look forward to receiving your application.

For further information about Fred Longworth High School please visit our website at <https://flhs.org.uk/>

Yours faithfully

Mr Paul Davies



# Letter from our Training Provider



Dear Applicant

- ✓ **Are you a graduate looking to get into Teaching?**
- ✓ **Are you looking for a fee free, salaried position?**
- ✓ **Are you driven, with determination to work hard?**
- ✓ **Our Teaching Apprenticeship Programme may be for you.**

Teaching is an incredibly rewarding and fulfilling career that allows you to have a long-term impact on the next generation.

Level 6 Teacher apprenticeships allow you to realise your dream of becoming a teacher whilst working in a full-time, salaried position in school. During the apprenticeship programme you will work towards Qualified Teacher Status and inspire children to aim for and achieve things they never thought they could.

To support your training, you will receive the support of experienced subject and professional mentors inside and outside of the classroom to help you on your way to achieving Qualified Teacher Status. Our school will cover the cost of your teacher training and assessment during your programme of study.

The Teaching Apprenticeship Programme will work in collaboration with Kingsbridge EIP SCITT, Wigan to find out more about teacher training visit <https://www.kingsbridgeteachertraining.co.uk/>

You will complete an end point assessment at the end of your apprentice year.

## Entry Criteria:

- ✓ Degree awarded by a higher education provider in England or Wales, or a recognised equivalent qualification at a 2:1 classification or above.
- ✓ Grade C/4 or above in GCSE Maths, English and Science.
- ✓ Experience of working with children - ideal but not compulsory.

## What our provider can we offer you?

- All trainees are given access to high quality professional learning and teaching practice.
- Trainees learn something on a Friday (at Core Training) and apply it the next week.
- Trainees who have concerns about any area of teaching – from classroom behaviour to workload management – are offered detailed support and guidance.
- Our curriculum is deliberately structured in order to reinforce previous learning. Your classroom practice will become more sophisticated as your knowledge builds.
- Our researchers are continually examining what works best in teacher training and using these insights to shape the programmes we offer.
- Automatic enrolment to a well-being package including Simply Health pre-paid cover for a wide range of everyday healthcare treatments and access to health, well-being and discount schemes.
- Through the Apprenticeship Trainee gain access from day one to the teachers' pension scheme which offers a substantial contribution from your employer to your pension alongside your own contributions.

## We encourage applications from a diverse range of candidates

At Kingsbridge EIP SCITT we are proud of the commitment we make to diversity and inclusion and of the progress we have made. We have active & vibrant staff networks, and are continuing to build a diverse trust, in an inclusive environment which nurtures and realises potential in all, at all levels.

*“All trainees who spoke with inspectors said that the partnership provides them with effective wraparound care, guidance and support. Trainees told inspectors that leaders of the SCITT are professional and consistent in how they lead, manage and deliver training.”*  
OFSTED (Kingsbridge) 2020

# Our Values

**‘By working together, we enable everyone to experience success, and fulfil their potential within a caring and effective learning environment’**

## Belonging, Engaging, Succeeding Together (BEST)

At Fred Longworth High School, our aim is for every student to achieve at the very best levels possible. High expectations, together with excellent relationships between staff and students based on mutual respect, lead to an atmosphere in which students enjoy their learning. Our BEST values are at the core of the school's work and ethos.

Our relentless focus on delivering a high-quality curriculum, through expert teaching, ensures that students have the best possible learning experiences in the classroom. Our emphasis on homework also helps them to extend their learning beyond the school day and to develop important independent learning skills.

*“Pupils appreciate the range of help that they receive to support their mental health and well-being. They have positive relationships with each other and their teachers. Pupils are polite and behave well. They work hard in lessons.”*

**OFSTED 2022**

Our students are encouraged to work hard so that they take full advantage of the excellent learning opportunities open to them. We make sure that they are rewarded for their hard work through praise and also through a comprehensive system of rewards and merits.

Fred Longworth High School also has an excellent reputation for its extra-curricular provision, particularly in the Arts. We actively develop our students as confident and imaginative young people.

We believe in giving our students the best possible experiences of working with professionals within the Arts. The Art, Drama, Music and Dance departments have forged important links with Arts organisations including the Royal Shakespeare Company and the Halle Orchestra. We also commission artists and performers who work across the curriculum to develop students' talents in visual and performing arts.

# Working at FLHS

**Become part of the Freddie's Family.**

We want all staff at Fred Longworth to experience a sense of belonging as a valued member of the Freddie's community.

We want our staff to take pride in their work and feel supported to be able to do their job to the best of their ability. We expect all staff to engage with our Freddie's BEST standards to ensure effective provision in the classroom, across the wider Faculty and ultimately across school.

We are an equal opportunities employer and actively seek applications from candidates of all genders and all backgrounds. We employ around 100 staff, and the majority live within 30-45 minutes of the school.

During the academic year the school closes at 2pm every Monday week B to allow staff to fully engage in professional development opportunities that will enhance the teaching and learning across school. All teaching staff have created their own Action Research Projects which are used to drive the focus of their own professional development.

Weekly Management Board meetings with Heads of Faculty take place in order to provide an opportunity for Heads of Faculty and Senior Leadership Team to discuss key priorities. Heads of Faculty play a key role in the strategic



development of pedagogy.

Professional development opportunities include:

- ECT and ITT programmes of training
- Primary transition projects.
- Teaching and Learning library/'swap shop' available in the staffroom.
- 'Teachers of.....' training and development sessions.
- 'Market Place' activities to provide opportunity for sharing good practice.
- New staff induction programme.

*“Staff are very proud to work at the school. They said that leaders consider their workload and well-being in the decisions that they make. Staff feel very well supported and spoke highly of the training.”*  
**OFSTED 2022**



# Languages Faculty



# Languages Faculty



*“Subject leaders have overhauled their curriculums in recent years. They have thought carefully about what pupils need to learn and when they should gain this knowledge.”*  
OFSTED 2022

**Our Curriculum Vision**  
To deliver an MFL curriculum which provides our students with the foundations of knowledge and skills to communicate effectively in a global community.

**Staffing**  
The Languages team is currently comprised of 5 full time language teachers and one part-time teacher. We have invested heavily in language teaching in recent years and the subjects are popular with students.

**Facilities**  
Within the Languages faculty are 5 classrooms each of which is equipped with a computer, large interactive whiteboard and speakers. There is also a faculty office equipped with 2 computers for staff to work at when they have allocated planning time. In November 2023 the school moved into a brand new, state of the art building. You will be working in state-of-the-art facilities in a highly sup-

portive faculty.

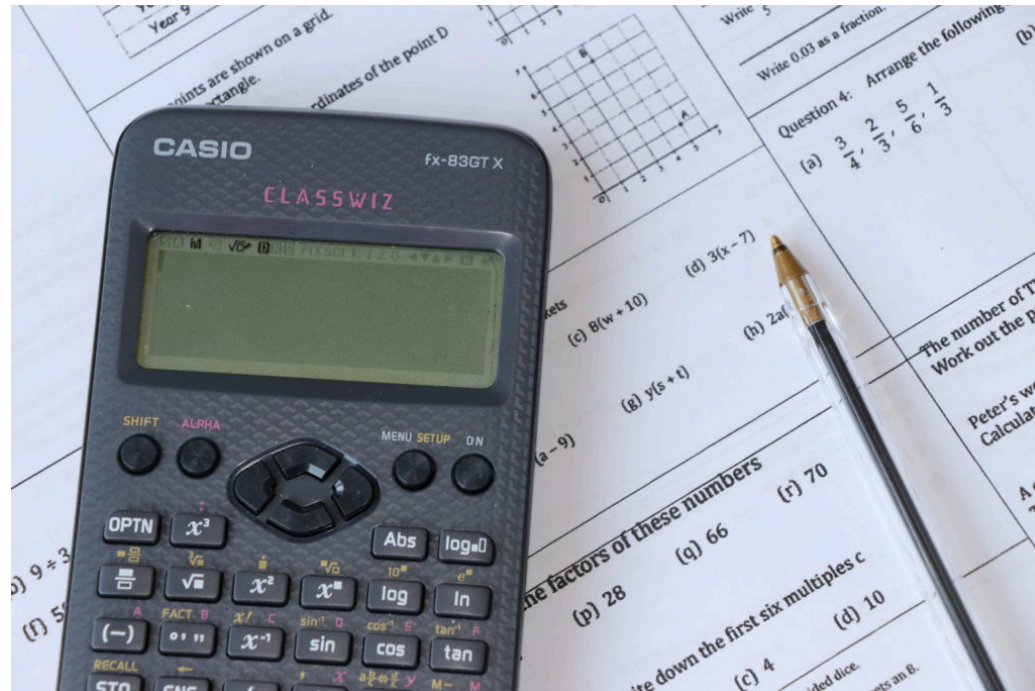
**Curriculum and Specifications**

- GCSE French (Edexcel)
- GCSE Spanish (Edexcel)

For a comprehensive listing of our curriculum, please consult our faculty webpage <https://flhs.org.uk/faculties/languages>

*“There is a strong culture of safeguarding throughout the school. Designated safeguarding leaders ensure that staff and trustees receive up-to-date safeguarding training and advice.”*  
OFSTED 2022

# Mathematics Faculty



*“Subject leaders have overhauled their curriculums in recent years. They have thought carefully about what pupils need to learn and when they should gain this knowledge.”*  
OFSTED 2022

## Our Curriculum Vision

Develop a curriculum that ensures students deepen their understanding and are challenged in their thinking, builds their resilience and gives them opportunities to make links between the different strands of maths and with the outside world.

## Staffing

The Faculty is comprised of 11 full time teachers. A positive and collegiate working culture has been established across both the School and the Faculty meaning that if you come to work here, you can expect to be fully supported and your talents nurtured.

## Facilities

In July 2021 the Maths department moved into a brand-new state of the art £3.3 million block which is part of the wider development of the whole school. Within the Maths faculty are 9 classrooms each of which is equipped with a computer, projector, large whiteboard and speakers.

# Mathematics Faculty



Classrooms are spacious and come equipped with air conditioning facilities. The Maths faculty share an IT suite with the Humanities faculty, which has capacity for 30 students. There is also a faculty office equipped with 5 computers for staff to work at when they have allocated planning time.

## Curriculum and Specifications

GCSE Mathematics (Edexcel)

For a comprehensive listing of our curriculum, please consult our faculty webpage

<https://flhs.org.uk/faculties/mathematics>

*“There is a strong culture of safeguarding throughout the school. Designated safeguarding leaders ensure that staff and trustees receive up-to-date safeguarding training and advice.”*  
OFSTED 2022



# Job Specification

**Associate or Apprentice Teacher:**

Community First Academy Trust trading as Kingsbridge Teacher Training takes a responsibility for ensuring your teaching training leads to you becoming an effective and well-trained teacher.

We believe our training should be of the highest quality and we continually seek continuing improvement. Our Headteacher Board (HTB) and Partner Schools play a significant, and often leading, role in the design and delivery of training provision.

**Reporting to:**

- Rebecca Edwards – Lead Mentor
- Paul Davies - Headteacher
- Dan Norman – Head of Modern Foreign Languages or Alaina Roylance – Head of Mathematics

**Responsible for - Staff**

No line management responsibility other than the effective deployment of Teaching Assistants and classroom support staff.

**Salary:**

Unqualified Teacher Scale Point 1 (£20,598).

**Working Hours:**

Full Time as specified in the School teachers' pay and conditions document.

**Disclosure level:**

Enhanced with Barred list check.

**SCITT Ethos**

Kingsbridge EIP SCITT and its Hubs prepares Associate Teachers (including Apprentice Teachers) to become outstanding teachers through inspirational and high-quality teacher training. We focus on understanding and promoting effective learning and pupil progress through a creative school partnership which develops professional expertise.

**General**

- Work towards undertaking all the duties of a qualified teacher as described in the School Teachers' Pay and Conditions Document (STPCD).
- You'll receive practical, school-led training alongside experienced staff, and spend at least 20% of your time off-timetable to learn the pedagogy of teaching.
- In addition to working towards QTS on successful completion of the course, apprentices will also complete an end point assessment (EPA) after the summer to consolidate learning from initial teacher training.

**Teaching and Curriculum**

- Teach clearly structured lessons which maintain pace and interest, and challenge and motivate pupils.
- Establish a safe and stimulating learning environment, where pupils feel confident and safe.
- Take into account pupils' needs and abilities when planning lessons.
- Demonstrate a good knowledge and understanding of the curriculum.
- Mark and assess pupil's work, using different assessment and monitoring strategies, evaluating pupil progress towards the planned learning objectives.
- Plan whole class and collaborative lessons which interest and include pupils from all backgrounds.
- Set challenging learning and teaching objectives for the whole class, building on prior attainment where necessary.

**School Environment**

- Establish a clear framework for classroom discipline and follow the school's procedures for managing behaviour, recognising and encouraging good behaviour.
- Monitor pupils' discipline, intervening when necessary, to maintain a safe and productive learning environment.
- Build and maintain good relationships with parents.
- Set a good example to pupils, demonstrating the positive attitudes, behaviours and values which are expected of pupils.

**Working with pupils**

- Assess pupils' achievement and development, providing parents with written and oral reports.
- Communicate learning objectives to pupils.
- Have a clear understanding of all pupils' needs, including varying levels of ability, special educational needs and disabilities (SEND), and pupils who may have learnt English as an additional language.
- Mark and assess pupils' work and use the information for teaching and future lesson plans.
- Monitor pupils' discipline, intervening when necessary, to maintain a safe and productive learning environment.
- Encourage active and independent learning, enabling children to think for themselves.
- Plan whole class and collaborative lessons which interest and include pupils from all backgrounds.



# Job Specification

## Additional duties:

- Contribute to and support the overall ethos, work and aims of the school.
- Comply with, support and promote all school policies and procedures, particularly in relation to child protection, equal opportunities, health and safety, confidentiality and behaviour.
- Promote the general progress and wellbeing of all pupils within the school.
- Undertake any other reasonable and relevant duties in accordance with the changing needs of the school, as required by the headteacher.
- Reflect and evaluate personal teaching performance.
- Continue own professional development in the relevant areas including subject knowledge and teaching methods.
- Engage actively in the Initial Teacher Training programme/process.
- Ensure the effective/efficient deployment of classroom support.
- Work as a member of a designated team and to contribute positively to effective working relations.

## Quality Assurance

- Help implement Academy and Trust quality assurance procedures and to adhere to those.
- Contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed Academy procedures, including evaluation against quality standards and performance criteria. To seek/implement modification and improvement where required.
- Review methods of teaching and schemes of work.
- Take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the academy and trust.

## Trainee Teacher specific duties

- Attend weekly training sessions at the Kingsbridge Training Centre.
- Attend weekly meetings with mentor to discuss progress and their observations.
- Attend termly progress meetings with mentors, to track progress and discuss observations.
- Keep a log of CPD, regularly updating the phase leader of progress.
- Allow lessons to be observed by experienced teachers throughout induction period, to make for fair and effective assessment.

- Review observations with the experienced teacher and keep a written record of each meeting, indicating where development is needed.
- Regularly take part in the school’s events.

## Communication and Liaison

- Maintain appropriate records and provide relevant accurate and up to date information for MIS, registers etc.
- Complete any relevant documentation to assist in the tracking of pupils.
- Co-operate with others to ensuring sharing and effective usage of resources to benefit the Children, School or Trust.

## Data Protection

The Trust holds information about pupils, local residents and employees, amongst others. Everyone who works for or represents the Trust must protect any form of personal data that they use, and be aware of their obligations under the General Data Protection Regulation (GDPR).The use of personal data must be fair, legal and proportionate.All staff will also undergo mandatory data protection training applicable to their job role.

## Signatures

The Trust will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date below but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and salary.

Signed ..... Date: .....

# Person Specification

Source:A-Application, I-Interview, R-Reference, P-Presentation, T-Task, O-Observation

Candidates failing to meet any of the essential criteria will automatically be excluded.

QUALIFICATIONS	Essential	Desirable	Source
The successful candidate will: <ul style="list-style-type: none"><li>hold a degree awarded by a UK higher education provider, or a recognised equivalent qualification.</li><li>have achieved a standard equivalent to grade C/4, or above, in the GCSE examinations in English mathematics and science.</li><li>Be willing to undertake further training.</li></ul>	√		A
<ul style="list-style-type: none"><li>Relevant other postgraduate professional qualifications.</li></ul>		√	A
EXPERIENCE			
The successful candidate will be able to: <ul style="list-style-type: none"><li>Demonstrate an understanding of the characteristics needed to train to teach.</li><li>Show an understanding of the curriculum across Modern Foreign Languages or Maths</li><li>Show an understanding of how to raise standards in schools.</li><li>Show how resources can be managed efficiently.</li><li>Experience of working as a part of a team.</li><li>Show an importance of parental involvement.</li><li>An understanding of teaching children with SEND, EAL and challenging behavior.</li></ul>	√		A/P/T
The successful candidate may also: <ul style="list-style-type: none"><li>Show an understanding how assessment and attainment information can be used to improve practice and raise standards.</li><li>Show how resources could be managed and deployed effectively.</li><li>Hold first aid skills.</li><li>Have prior experience working as part of a school team (primary)</li><li>An understanding of the importance of parental involvement.</li><li>Experience working with children who have SEND and/or disabilities.</li><li>Experience working with children who demonstrate challenging behaviour.</li><li>Experience working with children who speak English as an additional language.</li></ul>		√	A/P/T
PROFESSIONAL KNOWLEDGE AND UNDERSTANDING			
The successful candidate will: <ul style="list-style-type: none"><li>Hold a good attendance and punctuality record.</li><li>Have excellent verbal and written communication skills.</li><li>Demonstrate excellent time management and organisation.</li><li>Hold high expectations of self and professional standards.</li><li>Be commitment to their own CPD.</li><li>Be Enthusiasm for effective education practice.</li><li>Have the ability to work as both part of a team and independently.</li><li>Have the ability to maintain successful working relationships with other colleagues.</li><li>Have the ability to motivate others and lead their practices.</li><li>Have the ability to plan and resource effective interventions to meet curricular objectives.</li><li>Hold high levels of drive, energy and integrity.</li><li>Undertake an enhanced DBS certificate and barred list check.</li></ul>	√		A/I
The successful candidate will be: <ul style="list-style-type: none"><li>Dedicated to promoting their own professional development, and that of others.</li><li>Able to promote good behaviour consistently.</li><li>Able to plan and take control of situations.</li><li>Committed to contributing to the wider school and its community.</li><li>Capable of handling a demanding workload and successfully prioritising work.</li><li>Enthusiastic and positive.</li><li>Able to anticipate and manage their workload and plan ahead.</li><li>Able to develop effective relationships with parents</li><li>Self-confidence.</li><li>Ability to relate well to. other professionals</li><li>A flexible approach.</li></ul>		√	A/I

<ul style="list-style-type: none"><li>Good sense of humour.</li></ul>			
PROFESSIONAL SKILLS AND ABILITIES			
Good ICT knowledge and skills able to demonstrate the effective use of ICT to enhance the learning and teaching across the 5-11 primary phase.	√		O/I
Must be able to work collaboratively and effectively in a team with the Headteacher, SLT, staff, governors, and parents.	√		A/I
PERSONAL QUALITIES			
Must be able to successfully engage parents in order to encourage their close involvement in the education of their children.	√		A/I
A teacher with a flexible approach to work who enjoys being a good team member.	√		I
OTHER REQUIREMENTS			
Application should be completed in full and free from error	√		A
Letter should be clear and concise and relate to specific post. Please do not send a CV.	√		A
CONFIDENTIAL REFERENCE AND REPORTS			
Written reference only	√		R
Confirming professional and personal knowledge, skills and abilities referred to above	√		R
Positive recommendation from past employer/training body	√		R



# How to apply

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Please download and complete our Teaching Staff application form available via this link to our website:

<https://flhs.org.uk/vacancies/>

This should be submitted with a short supporting statement (no longer than one side of A4) outlining the reasons why you would like to train to teach at Fred Longworth High School.

Completed applications and supporting statements should be submitted via email to:

recruitment@flhs.wigan.sch.uk

Short listed candidates will be notified by e-mail of the interview arrangements. Please ensure your correct email address is provided on your application form.

## Key Dates:

- Applications Close at 5<sup>th</sup> June.
- Initial Interviews are likely to be held w/c 10<sup>th</sup> June.
- 'Earlier applications are welcome and interviews will take place soon after submission'.

## Relevant Policies:

- DBS Policy
- Safer Recruitment Policy
- GDPR Policies on Recruitment
- Child Protection and Safeguarding Policies

Any offer of employment is subject to a satisfactory enhanced criminal record with barred list through the Disclosure and Barring Service (DBS), medical clearance, references and verification of your qualifications satisfactory to the Kingsbridge EIP SCITT.

In line with safer recruitment guidelines, we will be taking up references in advance of the interview and will take them into account during the interview process.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment and adhere to the Trust's child protection policies and procedures.

Applications from all sections of the community are welcome.

# FRED LONGWORTH HIGH SCHOOL



Belonging, Engaging, Succeeding Together

## POSTAL ADDRESS

Printshop Lane, Tyldesley,  
Manchester, M29 8JN

## CONTACT US

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## CONTACT KINGSBRIDGE

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