

# **CURRICULUM VITAE**

**NAME: HENRY KWEKU AFFUL**

56 Abbey Grove  
London  
SE2 9EX

Tel. 07733858487

E-mail: henryaaff@yahoo.com

**QUALIFICATIONS:** Bachelor of Education (Social Sciences), QTS, MA HRM, M.Ed. Management Education.

**Personal Profile:** I am a highly confident and numerate person, with excellent communication and analytic skills. I possess a high sense of humour and ingenuity. I am self-motivated, good administrator and have the ability to work under pressure. I am very instrumental in team building and can manage as well as work with people with diverse ethnic affiliations. I am eloquent, quick to learn, and pay attention to details.

**Date of Birth:** 29<sup>th</sup> June 1977.

**Nationality:** British.

**Position:** Teacher/SENCO (ICT, Business Studies, Geography, Leisure & Tourism, SEND)

**Dfes No. 03/32229**

## **SUMMARY OF EDUCATIONAL QUALIFICATION.**

### **MA HUMAN RESOURCE MANAGEMENT**

September 2004- December 2006

**MIDDLESEX UNIVERSITY, LONDON.**

### **BACHELOR OF EDUCATION (SOCIAL SCIENCES)**

September, 1998-July 2001

**UNIVERSITY OF CAPE COAST, GHANA.**

### **COMPUTER LITERACY COURSES**

1997

G.C.E. ADVANCED LEVEL

**Adisadel College**

1994-1996

**SUMMARY OF EDUCATIONAL QUALIFICATION.**(Contd.)

**G.C.E. ORDINARY LEVEL**

**St. John's School**

1989-1994

**EDUCATIONAL BACKGROUND (DETAILED)**

**M.ed MANAGEMENT EDUCATION**

June 2019-August, 2019.

UNIVERSITY OF CAPE COAST, GHANA.

**MA HUMAN RESOURCE MANAGEMENT**

September 2004- December 2006

MIDDLESEX UNIVERSITY, LONDON.

**Member of Chartered Institute of Personal & Develoment,(CIPD)- UK**

**Qualified Teacher Status-QTS 9England and Wales)**

Middlesex University and London Borough of Brent

**BACHELOR OF EDUCATION (Social Sciences)**

September, 1998-July 2001.

UNIVERSITY OF CAPE COAST, GHANA.

( Psychology of exceptional Individuals, School Management and Administration, Communication Skills, Geographic Thought, Macro Economics etc.)

**COMPUTER LITERACY COURSES**

1997

Introduction to DOS, Word Perfect, Word Processing, Excel, MS Access, MS Power Point, MS Publisher, etc.

**G.C.E. ADVANCED LEVEL**

1994-JUNE 1996.

STATISTICS (General Paper) Geography, Economics and Business Management.

**G.C.E. ORDINARY LEVEL**

1989-1994

Modern Maths, Additional Maths, English Language, Religious Studies, Geography, Commerce among others.

**EMPLOYMENT RECORD/ WORK EXPERIENCE**

**Master Class Teacher Agency**

September 2016-Present

Teaching consultancy/Supply Teaching/ Voluntary teacher training services

**Cleeve Park School**

September 2015-August 2016

ICT/Business/Economics Teacher

**Archbishop Lanfranc School**

January 2007 – August 2015

**ICT Curriculum Leader/ ICT SENCO**

**Rectory Centre( Pupil Referral Unit)**

April 2005 – August 2006

**ICT - HOD/PSHCE Coordinator/ SEN Teacher**

**Barnhill Community High**

September 2004 – April 2005

**Position: Teacher (ICT, Economics/Business/Studies)**

**Cardinal Hinsley High School**

February 2002-August 2004.

**Position: Teacher of Economics and Business Studies, ICT, Leisure & Tourism, PSHE.**

**Other Responsibilities/ Posts: Out of Hours clubs Co-ordinator**

**Form Tutor**

**Football Coach KS3/4**

**BREAKTHROUGH FAMILY EDUCATIONAL UNIT**

August 2001-December 2001

Position: Lecturer and Administrator.

**EMPLOYMENT RECORD/ WORK EXPERIENCE contd.**

**Bakatsir Junior Secondary School.**

July 2001-August 2001.

**Position: B.ed. Teaching practice.**

**University Primary School**

December 1996 - December 1997.

Position: Class master / Library teacher.

**Nazareth Preparatory and Junior Secondary School.**

June 1996-December 1996

Position: Class Master.

**Served in various capacities as a Radio presenter between the period of January 1997 to December 2001 (part time engagement).**

### **Other Achievements.**

**Passed through Ofsted at Cardinal Hinsley High School with good teaching reports from all three inspectors.**

**Received an award from the Headteacher of Cardinal Hinsley High School for being the most effective young teacher to successfully pass through Ofsted. February 2002.**

**Helped to get Cardinal Hinsley out of 2 and a half years under Special measures.**

**Served on a task force committee to raise funds for the School's Engineering School.**

**Attained a 100% A-Cs in 2009 for 109 students entered for OCR nationals. Got outstanding teaching report from Ofsted inspector June 2009.**

### **Insets:**

**Numeracy Day, 28<sup>th</sup> January 2002**

**N.O.F. ICT Training May, 2002.**

**Assessing ICT at Key Stage 3. 3<sup>rd</sup> July 2002.**

**ICT Refresher Courses, Key Skills. Summer 2002.**

**Team Building and Classroom Control. 2<sup>nd</sup> and 3<sup>rd</sup> Sept. 2002.**

**Several other insets on ICT LAUNCH  
( Modelling , Text and Graphics, Assessment etc.)**

**Active Learning**

**Literacy Day**

**Citizenship & Careers module (PSHE)**

**Lesson Planning**

**Plenary and Starters**

**Telford ICT GCSE double award**

**Behaviour Management**

**How to write Schemes of work**

**School Attendance and Punctuality**

**Assisting Pupils with S.E.N. & EAL**

**COMPUTING & PROGRAMMING - Scratch, Python, KODU, Alice Gamestar  
Mechanic etc**

**GNVQ AND AVCE BUSINESS STUDIES ASSESSMENT**

**ASSESSMENT & MODULES DAY 'A' LEVEL BUS. STUDIES**

**LEISURE & TOURISM UNITS**

**GEOGRAPHY INSETS**

**KAGAN STRUCTURES**

**DIFFERENT LEARNING STYLES**

**WRITING IEPS**

**IDENTIFYING CHILDREN WITH SEND**

**DIFFERENTIATION STRATEGIES**

**GETTING THE BEST OUT OF MIXED ABILITY CLASSES**

**AUSTISM SPECTRUM DISORDERS**

**TEACHING CHILDREN WITH LEARNING DISABILITIES**

**PERSONALISING LEARNING**

**OCR ICT Training courses Assessment etc**

**ASSESSMENT FOR LEARNING**

**DELIVERING OUTSATNDING LESSONS**

**TARGET SETTING, ASSESSMENT & TRACKING**

**POSTITIVE BEHAVIOUR MANAGEMENT STRATEGIES**

**STRATEGIES FOR PEER LESSON OBSERVATION**

**EARLY INTERVENTION & ASSESSMENT FOR CHILDREN WITH SEND**

**CREATIVE TEACHING USING ICT**

**SUPPORTING CHILDREN WITH DYSLEXIA**

**SUPPORTING CHILDREN WITH DYSPRAXIA**

**SUPPORTING CHILDREN WITH DYSGRAPHIA**

**SUPPORTING CHILDREN WITH ADHD**

**CLASSROOM MANAGEMENT STRATEGIES FOR AUSTIC CHILDREN**

**LEADING DEPARTMENTS**

**TEACHER AS A REFLECTIVE PRACTITIONER**

**EDUCATIONAL CONSULTANCY TRAINING SESSIONS**

**CONCEPTUAL LEARNING**

**VIRTUAL LEARNING**

**BLENDED LEARNING**

**GROWTH MINDSET**

**WELLBEING AND MINDFULNESS**

**ALL ABOUT IB EDUCATION**

**TECH TOOLS FOR VIRTUAL LEARNING**

**INSETS FOR MIDDLE MANAGERS AND SCHOOL LEADERSHIP**

**INTERESTS**

Teaching, Music, Working on Computers, playing football and Studying.

**REFERENCES: U.K. TEACHING REFERENCES.**

Mr. Yaw Poku Prempeh  
**Asst. Headteacher**  
Park Campus  
Gipsy Road  
London  
SE27 9NP

Email: yawp@hotmail.co.uk  
Tel: 07984787588

Mr. Lawrence Bakare  
Head of Maths  
Archbishop Lanfranc Academy  
Croydon  
CR0 3AS

Email: [lbakare@lanfranc.org.uk](mailto:lbakare@lanfranc.org.uk)  
Tel: 07904429354

Mr. G.F. Benham  
**Fmr. Headteacher (Cardinal Hinsley School)**  
86 Stanhope Ave  
N3 3NA  
Tel: 0208 346 4419  
Email: george@soundanswers.com