



TheNorth
school

Learning Leader
INFORMATION



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Dear Applicant

Thank you for showing an interest in the full-time post of Learning Leader at The North School. This vacancy is suitable for both early career teachers and experienced teachers who are looking for leadership opportunities.

The North School is currently undergoing an expansion so this is an extremely exciting time to join us on our journey to be outstanding. Our aim is to ensure that every single member of the school community is putting achievement first, fostering resilient, independent, happy and confident learners who leave school with the right skills and qualifications for the world they are growing into.

The North School achieved excellent exam results in 2022 and as part of Swale Academies Trust we continue to be focused on school improvement and continuous learning for both our students and staff. We are particularly proud of the recent advances in oracy and students' leadership.

We look for talented and committed people and work hard to keep them, helping them reach as high as they can. We are looking for somebody that has high expectations of themselves and of others to join our staff team. In return we offer access to our outstanding teacher programmes; outstanding leadership programme and out shadow leadership scheme.

We are looking to recruit a teacher with an excellent grasp on good and outstanding teaching, confident in their ability and able to consistently deliver effective lessons and learning with a positive approach.

You should possess excellent communication and organisational skills, be hard working, flexible and professional. Have high expectations of students, colleagues and yourself, displaying energy and enthusiasm in and out of the classroom, contributing to the school's overall success. A willingness to contribute to other areas of school life would be welcome.

I want The North School to be outstanding and a strong part of the local community. If you share our commitment to educational excellence, we want to hear from you.

Yours sincerely

MRS CLAIR ELLERBY
Headteacher



JOB DESCRIPTION



Job Title: Learning Leader

Salary: MPS/UPS + TLR

Responsible to: Headteacher

Purpose of the Job:

To lead, inspire and motivate all students to develop a culture of learning and an ethos which expects the highest standards from students.

The current School Teachers' Pay and Conditions Document describes the general professional duties which teachers are expected to undertake in the course of their employment.

Learning Leader (TLR) Duties:

Each Learning Leader is responsible, and held accountable, for the overall progress, achievement and attainment of students in a designated year group. The purpose is to ensure that all students are working towards the achievement of their targets through monitoring and mentoring. Learning Leaders consider wider issues of options, rewards and sanctions, involvement in activities, target setting and standards. Since barriers to progress such as behaviour, attendance, social or domestic issues are addressed through the communities, the Learning Leader plays a key role in working with curriculum leaders and other agencies in more complex cases.

Key Roles of the Learning Leader:

- Analyze student performance within their student body and take relevant action to tackle underachievement
- Liaise with subject staff where appropriate to secure high standards
- Lead assemblies where appropriate
- Support the school's targeted intervention
- Ensure barriers to learning are dealt with appropriately

Key Tasks of the Learning Leader:

- To work with the Head of School / Deputies on initiatives and strategic planning related to student progress
- To be a leading role model in setting and maintaining an appropriate ethos in the community, for example leading assemblies and meetings
- To develop the capability of tutors to monitor student performance and use appropriate intervention strategies to raise attainment
- To make referrals to the relevant school staff when students fail to thrive through normal means
- To work, as needed with other agencies, to support students or families in need
- To use data analysis to track performance across the Key Stage e.g. attendance at parent evenings and academic progress
- To liaise with the relevant staff and use data to monitor the performance of vulnerable groups as defined by Ofsted

Achievement or Targets and Reporting (Learning Leader):

- To analyse students' targets and monitor progress
- To ensure that subject areas are aware of students' end of year / key stage targets
- To attend meetings designated to discuss the progress of students in the communities, whether individual or as part of year group reviews
- To provide references for FE College and employment for students in the communities

JOB DESCRIPTION



PARTICULAR DUTIES:

Teachers are also expected to perform particular duties as may reasonably be assigned to them by the Headteacher.

For the purpose of this general job description these particular duties are:

Teaching and Learning:

- This post will have a teaching commitment and all our academic staff will be measured against the teachers' standards.
- Demonstrate outstanding teaching across the full ability range and key stages.
- To maintain and develop an excellent knowledge and understanding of the PSHE area and related pedagogy.
- To make effective use of an appropriate range of observation, assessment, monitoring and recording strategies.
- To support and guide students, colleagues, parents and carers with timely, accurate and constructive feedback on students' attainment, progress and areas for development.

Resources and Accommodation:

- To take responsibility for the care of resources, accommodation and fabric of the school, particularly when students are present.
- To allocate, as appropriate, equipment and materials in connection with his/her teaching.
- Policies and Staff Handbook.
- To ensure that all departmental and school policies are understood and complied with.
- To ensure that they have read and understands the contents of the Staff handbook and complies with all the requirements detailed in the handbook.

Administration:

- To participate in administrative and organisational tasks related to the above duties.

Health and Safety:

- To accept responsibility for own safety – as well as that of the students and colleagues with whom you work.
- To undertake Health and Safety training offered.
- To be aware of Health and Safety issues and the hazards associated with manual handling tasks, including the cumulative effect of repeated manual handling operations.
- To follow any control measures and care plans required by the generic or individual risk assessments.
- To be familiar with and use available equipment safely.
- To be aware of own limitations and inform your employer of any circumstances that may alter your ability to perform manual handling tasks.
- To report accidents and hazards.
- To report deficiencies in the employer's Health and Safety protection arrangements.

JOB DESCRIPTION



Working Time

The following is extracted from the School Teachers' Pay and Conditions Document.

- A teacher employed full time shall be available for work for 195 days in any school year, of which 190 days shall be days which they may be required to teach pupils in addition to carrying out other duties; and those 195 days will be specified by the head teacher.
- Such a teacher shall be available to perform duties at such times and such places as may be specified by the head teacher for 1265 hours in any school year, those hours to be allocated reasonably throughout those days in the school year on which they are required to be available for work.
- Such a teacher shall work such additional hours as may be needed to enable them to discharge effectively their professional duties, including, in particular, the marking of pupils' work, the writing of reports on pupils and the preparation of lessons, teaching materials and teaching programmes. The amount of time required for this purpose beyond the 1265 hours and the time outside the 1265 specified hours at which duties shall be performed shall not be defined by the governors but shall depend upon the work needed to discharge the teacher's duties.

A summary of the directed time for teachers as allocated by the Headteacher is detailed in the staff handbook.

The Working Time Regulations 1998:

All teachers are subject to the EU Working Time Regulations which are described in paragraph 114 of DfEE Circular No. 12/99.

The duties / responsibilities of this post may vary from time to time according to the changing needs of the Trust services.

PERSON SPECIFICATION



CRITERIA		ESSENTIAL/ DESIRABLE
Qualifications	Qualified Teacher Status.	E
	A Degree	E
Experience	Teaching of specialist subject across all three key stages.	E
Skills & Abilities	Knowledge of the National Curriculum.	E
	Understanding of the issues surrounding the safeguarding of children and commitment to child welfare and safety.	E
	A good understanding of the importance of literacy and numeracy across the curriculum.	E
	A good understanding of how to assess pupil progress.	E
	A good understanding of how to plan and assess work for vulnerable groups, such as SEN students, pupil premium students and gifted and talented students.	D
Personal Qualities	Enthusiasm for your specialist subject.	E
	Ability to lead and manage a team of staff.	E
	Ability to manage own workload.	E
	Ability to communicate positively with children.	E
	Ability to work supportively and collaboratively within a team.	E
	A commitment to own continuing professional development.	E
	Ability to reflect upon and improve your teaching practice.	E

Since its creation in September 2010, Swale Academies Trust has developed into one of the South East's leading Multi-Academy Trusts.

Our purpose is to develop good and outstanding schools and ensure the rapid improvement of schools with challenges. The Trust is an organisation which is driven by the belief that all children deserve a good quality education where they are seen as individuals and above all are exceptionally well cared for.

As the Trust has grown and developed, we continue to ensure that effective school support and leadership is maintained. The Trust's approach to school improvement is based on a combination of CPD, capacity building and collaboration, with a relentless focus on teaching and pupil progress, in order to effect rapid and sustained improvements in outcomes for young people.

Swale Academies Trust – Schools

Primary

- Beaver Green Primary School, Ashford
- Istead Rise Primary School, Istead Rise
- James Dixon Primary School, Bromley
- Langney Primary Academy, Eastbourne
- Parkland Infant School, Eastbourne
- Parkland Junior School, Eastbourne
- Regis Manor Primary School, Sittingbourne
- Shinewater Primary School, Eastbourne
- South Borough Primary School, Maidstone
- Westlands Primary School, Sittingbourne



Secondary

- Meopham Secondary School, Meopham
- Peacehaven Community School, Peacehaven
- The Eastbourne Academy, Eastbourne
- The Holmesdale School, Snodland
- The North School, Ashford
- The Sittingbourne School, Sittingbourne
- The Turing School, Eastbourne
- The Whitstable School, Whitstable
- Westlands Secondary School, Sittingbourne



Central Support Services (based at Trust Head Office), Ashdown House, Sittingbourne

- Human Resource Team
- Finance Team
- ICT Team
- Building / Estate Management

The Application Process

Applications will only be accepted from candidates completing the appropriate application form. All sections of the form which are applicable to you must be completed as clearly and fully as possible.

Please note CVs will not be accepted in place of a completed application form.

Application forms can be found on the Kent-Teach website and all electronic applications should be made via this route. Alternatively, completed forms can be sent by post to the following address:

Mrs Jo Manning
The North School
Essella Road
Ashford
Kent
TN24 8AL

The Shortlisting and Interview Process

After the closing date for this post a panel will conduct the shortlisting process. You will be selected for interview based entirely on the contents of your application form, it is therefore important that you fully read the Job Description and Person Specification prior to completing your form.

After the shortlisting process has been completed candidates who have been selected for interview will be informed, and provided with full details of the interview programme. If you have not heard from us within 10 working days of the closing date for this post, you have, on this occasion, unfortunately been unsuccessful.

All candidates who are invited to interview must bring the following original documents:

- Documentary evidence of right to work in the UK
- Visual identification which includes a photograph, usually a passport or driving licence
- Documentary proof of current name and address
- Where appropriate any documentation evidencing change of name
- Certificates of educational or professional qualifications that are necessary or relevant for the post

Conditional Offer

Any offer of employment will be conditional upon a number of formalities, including, but not restricted to the following:

- Verification of right to work in the UK
- Receipt of two satisfactory references
- Verification of identity checks and qualifications
- Satisfactory enhanced DBS check, as well as additional checks that may be appropriate if you have worked or been resident overseas in the previous five years
- Satisfactory pre-employment health clearance
- A check against the Teacher Service Register for any teaching prohibition or restriction orders where you are applying for a teaching role or if you have previously held a teaching role in past employment.

Safeguarding

Our Trust has robust safer recruitment procedures to help prevent unsuitable people from working with children.

All individuals working in any capacity at our Trust will be subjected to safeguarding checks in line with the statutory guidance Keeping Children Safe in Education.

Retention of information

All information is stored securely and any information supplied by unsuccessful candidates will be destroyed through the confidential waste system after six months from the date of the interview, in accordance with our retention of records procedure.

Privacy Notice

Please refer to the Trust's Privacy Notice for job applicants for information about how we use any personal data about them we hold.

This can be downloaded here: <https://www.swale.at/page/?title=Privacy+Notice&pid=33>



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