

Rainham Mark **Education Trust** **Candidate Pack**



Our purpose: To cultivate wisdom, character and strength in students so they can understand, celebrate and shape the world in which they live.

Rainham Mark Education Trust

Contents Page

Our Vision, Core Purpose & Philosophy of Education.....	1-2
RMET Schools.....	3-5
Welcome from the CEO	6
Trust/School Delegations.....	7
Staff Wellbeing.....	8
Trust Professional Development Offer.....	9-10
Welcome from the Headteacher.....	11
Job Description.....	12-15
Personal Specification.....	16-17
Application process.....	18



Welcome to Rainham Mark Education Trust

Our Vision

We build communities, through a culture of ambition, aspiration and inclusion.



Our Core Purpose

To cultivate wisdom, character and strength in students so they can understand, celebrate and shape the world in which they live.

Our Philosophy

Rainham Mark Education Trust believe that education is the wise, hopeful and respectful cultivation of learning and change undertaken in the belief that we should all have the chance to share in life.

This is why we exist.

This is what we do.

This is who we are.

We believe that 'Quality Education' is the intentional facilitation of an inclusive, stimulating, equitable, safe, open minded and happy environment in which:

Knowledge is elicited, shared, deepened and valued as a force for good.

Opportunities are well planned to enable intellectual, emotional, social, moral, spiritual, creative, artistic and healthy physical development.

Ambitious personal outcomes are routinely demanded, expected and achieved for all.

Kindness, compassion and mutual respect are non-negotiable.



Rainham Mark

Education Trust

We do not take lightly the responsibility to deliver this standard - it is a privilege entrusted to us, the imperative to develop each and every child that is part of our community, not merely for their own personal journey, but for the collective contribution they will make to our world. We exist for them and everything we do is focused on them.

It is impossible to think about 'learning' without defining what knowledge and its acquisition looks and feels like in our schools, and how we create the right conditions to maximise growth.

What does 'knowledge' mean to us?

- The intertwining of character, skills and intellect.
- Personal growth of the mind leading to the development of conscience.
- The critical understanding and deep embedding of facts or concepts that are rapidly recallable through mental connectivity.
- Open mindedness that enables ideas and information to be absorbed without constraint towards a predetermined outcome.
- The process of learning through experiences and connections.
- The seeking out of 'truth' through scrutiny, intellectual curiosity and critical thinking.
- The formulation of a personal 'belief system' through an understanding of morality.

Our Philosophy in Action

Our 'lived' daily values provide a platform for the development and growth of the whole person, in a knowledge rich environment, where we are equally concerned for both personal and collective ambition, and where we share responsibility for global harmony.

Philosophy
Reading
Oracy
Understanding the world
Debating



Curiosity ?
Happiness ☀️
Aspiration 🏆
Respect ❤️
Articulate 📖
Community 🌐
Teamwork 🤝
Equality ⚖️
Resilience 💪



Rainham Mark Education Trust

RMET Schools

In promoting equality and inclusion, we are proud of the diverse nature of our schools; the broad spectrum of needs that they collectively cater for; and our ability to drive rapid school improvement irrespective of context.

Twydall Primary School

Twydall Primary School is a small school serving its local community. The proportion of disadvantaged pupils is higher than average (45%), with many families vulnerable to multiple deprivation factors (IDACI ranking 4).



“



“Twydall Primary is a welcoming and caring community. Pupils are kind to each other and respect different views and opinions. Leaders understand the community well and are determined to support every child. As a result, pupils feel nurtured and supported by staff, and feel included in all aspects of school life.”

- Ofsted, 2023 -

The proportion of high needs pupils is also well above average in terms of both those receiving SEND support and in receipt of an Education Health Care Plan. The school excels in its support for these pupils and operates a specialist resource provision for physical disabilities, through which pupils are fully integrated into mainstream learning. Leaders are proud to have recently opened a nurture provision specialising in support for those with social, emotional and mental health needs, across the primaries within the Trust.

Twydall Primary school was graded 'Good' in all areas in May 2023.



Rainham Mark Education Trust



Riverside Primary School

Riverside is an oversubscribed and expanding, two form entry primary school. It has two specialist resourced provisions supporting children with Autistic Spectrum Disorder and Visual Impairment. Both provisions are fully integrated, enabling even those with multiple vulnerabilities to remain in mainstream settings for the vast majority of their learning time. The proportion of children with an identified special education need is well above average, as is the number of children in receipt of an EHCP. The school community reflects a higher than average deprivation ranking (IDACI level 4, 30% disadvantaged).

“



“Staff go above and beyond for all students to feel safe, supported and included within their school community to truly feel part of the Riverside family. Staff surveys report 100% satisfaction and pride in working at Riverside. Parent surveys (January 2023): 100% say their child gets effective SEN support. The school most certainly has CHARACTER underpinning the values of Curiosity, Happiness, Aspiration, Respect, Articulacy, Community, Teamwork, Equality, and Resilience.”

- Better Medway Award Review report, April 2023 -

Pupils in Riverside achieve exceptionally well. In 2023, the proportion of pupils achieving the expected standard in reading, writing and maths was well above national and local averages. As evidence of the highly effective culture of inclusivity within our schools, this was achieved in a cohort that included 16% EHCPs. Riverside holds flagship status of the Inclusion Quality Mark and is platinum standard winner of the Better Medway Schools award.

“There is a real sense of acceptance and appreciation of diversity as you walk around the school in real terms. There are high expectations of all children and many opportunities to stretch dreams and aspirations through innovative arts, technology, environmental and community projects which become motivators for other pupils. One pupil confirmed my assessment when he commented, “I love this school, it’s a great place to learn whoever you are, it’s really inclusive you know, which makes it even more special. The school continues to move from strength to strength in terms of its superb inclusive practice and I am firmly of the opinion that the school fully meets the standard required by the Inclusion Quality Mark to maintain its status as a Flagship School.”

- Assessor’s evaluation for the IQM flagship project, June 2023 -



Rainham Mark Education Trust



Rainham Mark Grammar School

Rainham Mark is a large, oversubscribed Grammar school serving Medway students and beyond. The school is unique as the only coeducational grammar school in the Local Authority. The school places great priority upon the celebration of diversity and inclusivity, and with the Trust, is striving to increase the accessibility of places awarded to more disadvantaged members of our most local communities.

“



“Pupils at the school are kind to each other. They are taught about diversity and are prepared well for life in modern Britain.”

- Ofsted, May 2022 -

Rainham Mark achieves excellent outcomes across both traditionally academic disciplines and also a rich breadth of creative subjects. This broad curriculum enables students to uncover their talents and excel in a wide blend of subjects including Economics, Politics, Film studies, Further Maths and creative i-media. Students continue to achieve progress scores above national standards, with progress 8 rising further post pandemic (2019 = +0.27, 2023 = +0.29).



Rainham Mark are proud to be the designated lead school for the Kent and Medway Science hub for the last 6 years, through which over 3000 science teachers in 150 local schools have been supported with high quality subject specific professional development. The school also holds the prestigious Artsmark which celebrates success, achievement and prioritisation within the visual and performing arts.



Rainham Mark Education Trust

Welcome from the CEO



CEO

Tash Hurtado

Welcome. I am privileged to be the CEO of RMET and to work with such a dedicated and child centred group of staff across three local schools.

Our core purpose is to cultivate wisdom, character and strength in students so they can understand, celebrate and shape the world in which they live.

Together, our ambitions for the children in our local community continue to build on current success, and raise the bar further, such that the life chances of each child in our care are maximised through a deeply inclusive education, routinely high expectations, and a range of opportunities that seek to embed a love of learning.

Rainham Mark Education Trust

Governance Scheme of Delegation

To find information on our governance scheme of delegation, including a breakdown of our policies and structure, please visit 'Governance' on our Trust website- rmet.org- and select 'Scheme of Delegation'. Alternatively, you can follow [this link](#) if viewing digitally.



Chair of the Trust
David Valentine

Trust Hub Offer



- Coordinated by the Director of Education.
- For Lead DSLs, Pastoral Leads, Home school support workers.
- Hub meets 6 times a year to focus on Safeguarding strategy, statutory updates, case studies, best practice, compliance, support/supervision for DSLs, safeguarding culture.



- Coordinated by the Director of Education.
- For SLT with pastoral responsibility, any teaching/support staff with a responsibility or passion for improving behaviour.
- Hub meets 6 times a year to focus on behaviour, attitudes and attendance best practice, statutory updates, exclusions/suspensions, effective use of pastoral data, behaviour curriculum.



- Coordinated by the Director of Education.
- For Inclusion Managers/ SLT/ SENCo's, Wellbeing Coaches, Nurture provision staff and any teaching/support staff with a responsibility or passion for inclusion.
- Hub meets 6 times a year to focus on Inclusion strategy, statutory updates, case studies, best practice, EDI, high needs pupil strategy, vulnerable pupil strategy.



- Coordinated by the CEO.
- For English/reading lead and any teaching/support staff with a responsibility or passion for improving cultural capital/creativity/communication.
- The Hub meets 6 times a year to explore and improve opportunities for cultural capital and communication enhancement. Through the lens of our 5 elements of PROUD (Philosophy, Reading, Oracy, Understanding the World and Debating) we seek to empower high quality literacy, cultural appreciation and creative thinking.



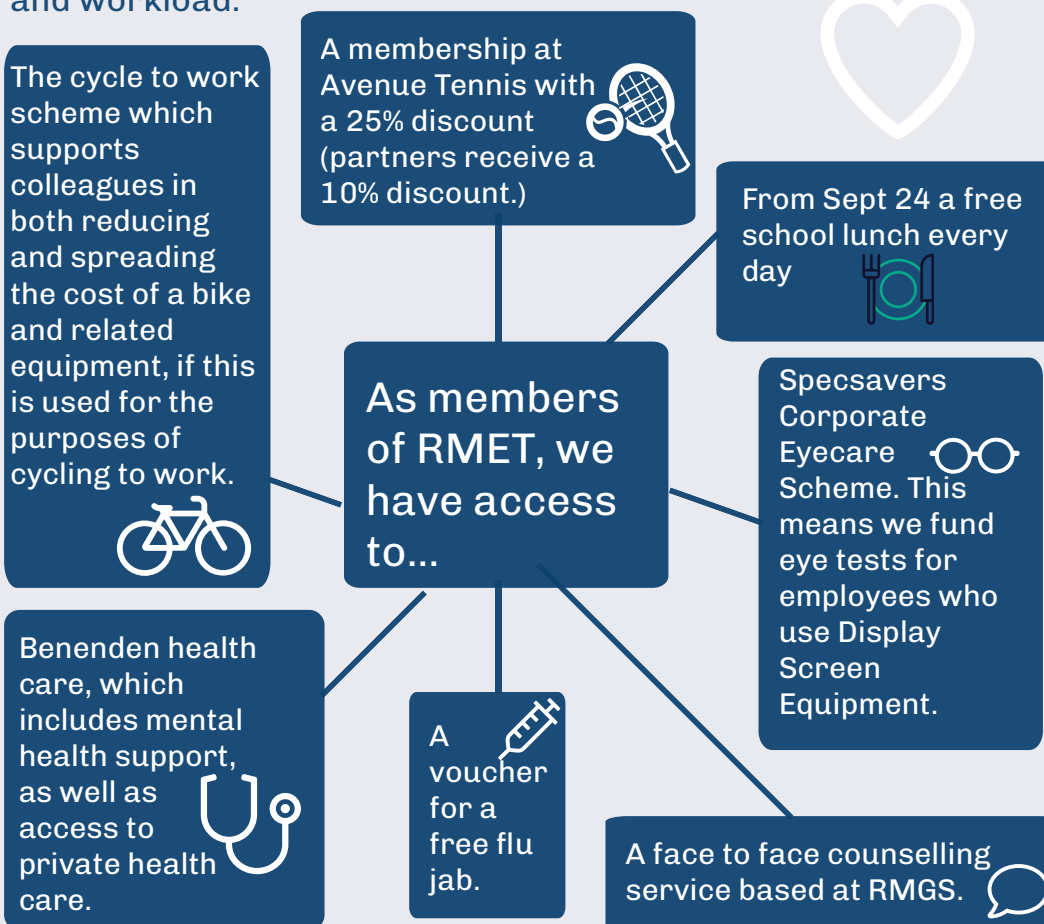
Rainham Mark Education Trust

Staff Wellbeing

We all know that schools are incredibly busy places and some days can be extremely challenging. We try to make sure that our staff rooms and communal work spaces have a friendly, caring atmosphere where people are free to discuss both successes and challenges, in an atmosphere of mutual respect. In addition to our professional development offer to support staff, we are constantly adding new wellbeing strategies to support a healthy work life balance. We have signed up for the DfE Education Staff Wellbeing Charter and ensure we pay due consideration to all recommendations. Our executive approach to professional development and considered centralisation of policy and practice, at all times, gives due priority to staff well-being and workload.



We have achieved bronze status as a Trust in the Kent and Medway Workplace Wellbeing Award and continue to work towards silver and gold. Through this, we are able to offer staff:



- ✓ Allocated spots to Mental Health training (6 per school)
- ✓ Workplace Health Champion Training
- ✓ Workshops on healthy eating, sleep and other wellbeing topics
- ✓ Members-only access to wellbeing resources for each pledge theme
- ✓ Regular newsletters on current campaigns and events
- ✓ Stop Smoking Support
- ✓ Workplace Health Checks
- ✓ Health kiosk

We proactively encourage and support staff social events, to help team building and so that you feel camaraderie with the people you spend much of your time with. These events are a great way to let off steam and have fun together. Additionally, our Trust and school line management structure is designed to encourage relationship building and clear lines of support for open dialogue.



Rainham Mark Education Trust

Trust Professional Development Offer

Student Facing Support staff Professional Development programme

Outline

- Professional development of staff who work directly with pupils, but not in a teaching capacity.
- Behaviour management
- Self-regulation
- Trauma informed practice
- Supporting neurodiversity and SEMH needs

Non-student Facing Support staff Professional Development programme

Outline

- Professional development of administrative/ technical/ managerial support staff.
- Managing workload
- Dealing with conflict
- Customer service
- Finance
- Health and safety

ECT Professional Development programme

Outline

- Time management/ workload
- Building and sustaining professional relationships
- Positive behaviour management/ Understanding children's needs

Senior and Executive Leader coaching

Outline

- Bespoke coaching to focus on strategic leadership and cultural alignment.

Aspiring Middle Leaders Development programme

Outline

- Tailored programme focussing on development of leadership skills that will support an understanding of the wider responsibilities of middle leadership.



Rainham Mark

Education Trust

Aspiring Senior Leaders Development programme

Outline

- Tailored programme focussing on development of leadership skills that will support an understanding of the wider responsibilities of senior leadership.

Headteacher Leadership Development

Outline

- Fortnightly afternoon meetings
- Sharing issues, strategy and reflective practice

Research and Masters programmes

Outline

- Support for national professional and postgraduate qualifications.

Trust Growth Strategy

RMET is proactively seeking to expand. We recognise the significant value we can offer to schools, notably those:

- On an improvement journey.
- Open to the benefits of centralised support without the constraint of a 'one size fits all' approach to the curriculum.
- Invested in the professional growth of their staff.
- Invested in a deeply inclusive approach to education.
- Committed to a child centred ethos.
- Recognising the need for innovation and creativity in preparing children and young people for 21st century life.

We intend to welcome a minimum of 7-10 schools to our Trust in the next 5 years, and look forward to hearing from prospective schools.



Rainham Mark Education Trust



Welcome to Rainham Mark Grammar School

Mrs A Hart **Headteacher**



Our role is to nurture our students in a safe and happy environment, preparing them for the challenges of life beyond school. RMGS has a long tradition of academic excellence which compares favourably with standards achieved in single-sex grammar schools. From the start of your child's RMGS journey in Year 7, we encourage students to develop their own intellectual curiosity and to flourish as individuals in a supportive environment.

We are extremely proud that our students fulfil their potential and foster the core values of RMGS and leave us as curious, happy and resilient young people who are ready to contribute to further education and to society as a whole.

We have a broad curriculum including Art & Design, Drama, Music and three modern foreign languages, which means there is an opportunity for all students to flourish and thrive. Our learning facilities are well resourced with modern teaching suites, a Sixth Form study area, a sports centre, a dance studio, computing facilities and a refectory.

We are fortunate to have highly skilled and caring staff who support students in their RMGS journey to achieve academic and personal success. We believe in fostering a relationship with our parents, students, governors and family of schools to provide a stimulating and rewarding education which goes beyond the classroom and contributes to the wider community.

Our curriculum reflects the needs and interests of high-ability students, but is also designed to be inclusive of students whose strengths lie in different areas.

Our curriculum is underpinned by our principles of philosophy, reading, oracy, understanding the wider world and debate (PROUD). In all Key Stage 3 subjects, the National Curriculum is extended to broaden the experience in ways that are appropriate for each student's ability and strengths. In year 9, students choose their subjects to study for GCSE and in the Sixth Form we aim to provide as wide a range of suitable subjects as possible: typically around 25 different subjects are available in the Sixth Form. We provide comprehensive careers education to support students' progression.

Students also undertake a wide range of educational experiences aimed at enriching and extending their abilities and understanding, preparing them for life in the twenty-first century. Throughout the various groups of years, there is an emphasis on cross-curricular links, on educational trips and visits, foreign exchanges, and on building positive and valuable links with the local and wider community, including other schools in the Rainham Mark Educational Trust.

Rainham Mark Education Trust

Job Description

Job Title: Assistant Headteacher
Department: Senior Leadership Team
Responsibility: Responsible for behaviour, pastoral support and the quality of education for KS3
Reporting to: Headteacher
Salary Scale: L14 – L18

Main purpose

The holder of this post is expected to carry out the professional duties of an Assistant Headteacher to be responsible for behaviour, pastoral support and the quality of education for KS3 at Rainham Mark Grammar School. This includes working supportively and cohesively with school and trust leaders and wider staff to ensure a rigorous, broad, rich and inclusive personal development offer to all our students.

Assistant Headteachers hold a teaching commitment and specific whole school responsibilities. From time to time, it may be necessary to change these whole school responsibilities to meet changing situations within the school and to respond to changing national requirements. However, the following duties and responsibilities are not subject to change, they apply to all members of the leadership team and underpin the individual responsibilities.

Duties and responsibilities:

- Is a member of the senior leadership team (SLT) and is required to carry out the professional duties as set out in the current RMET (Rainham Mark Education Trust) Pay and Conditions.
- As part of the SLT, takes a shared responsibility for providing vision, strategic direction, and leadership for Rainham Mark Grammar School by working cooperatively with the school and trust leaders to provide high standards in the quality of education and student outcomes, students' personal development and wellbeing, behaviour and attendance.



Rainham Mark Education Trust

Job Description

- Provides professional leadership and management within the school to secure high-quality teaching, effective use of resources and improved standards of learning and achievement by all students.
- Is committed to professional self-development.
- Acts as line manager to allocated Heads of Department and Heads of Year.
- Acts as an appraiser within our appraisal system.
- Acts as one of the Deputy Designated Safeguarding Leads.
- Shares the provision of reasonable senior leadership cover during school holidays and evening events.
- Leads on and takes an active part in the assembly programme of the school.
- Maintains a high profile during the school day.

Leadership:

- Acts as a role model for others, striving for excellence in all areas of the post required.
- Takes responsibility for the school in the absence of the Headteacher and Deputy Headteacher when required.
- Undertakes the professional duties of another member of the leadership team in their absence as required.
- Plays a key role in formulating the aims and objectives of personal development and wider curriculum development in line with the vision for the school.



Rainham Mark

Education Trust

Job Description

- Plays a key role in formulating and implementing strategic plans and school policies.
- Leads and manages staff, providing support, guidance, and challenge.
- Supports and guides middle leaders and provides line management of departments and year groups so that school strategy results in practical action in our classrooms and through the co-curricular programme.
- Advises and assists the Academy Committee in the exercise of their duties, including attending meetings and presenting reports where appropriate.
- Establishes the highest possible standards of teaching, learning and student progress.
- Leads change and innovation where appropriate, including leading and contributing to the school's response to national initiatives.
- Supports other members of the senior leadership team in the fulfilment of their specific roles.
- Nurtures a climate of achievement and excellence

Leadership and Management of Staff:

- Chairs meetings as relevant to specific responsibilities, ensuring effective consultation, delegation of responsibility and successful implementation of decisions.
- Provides information about the performance of staff where relevant to their future employment at the school or elsewhere.
- Assists in the implementation of effective procedures to support teachers who are underperforming, responding to the outcomes as appropriate.
- Participates in the recruitment of staff as required.
- Contributes to the professional development of staff, including coaching and mentoring with a particular focus on personal development.

Teaching and Learning:

- Contributes to the development of a curriculum which allows the highest achievement for all students.
- Promotes the provision of quality first teaching, learning and assessment.



Rainham Mark

Education Trust

Job Description

- Supports the development and maintenance of a high-quality learning environment.
- Monitors, reviews, and evaluates teaching and learning, including the tracking of individual performance.
- Acts as a role model in the provision of high-quality teaching, learning and assessment, and works to promote school priorities.
- Teaches within a department or faculty and contributes to the work of that department or faculty as required.

Community:

- Communicates effectively with all stakeholders as appropriate.
- Develops links with and liaises with other institutions and external agencies as appropriate.
- Represents the school in the community as appropriate.
- Ensures positive relationships with the wider community.
- Makes sure school success is communicated and celebrated.

Safeguarding:

- Adhere to the requirements as set out in the current version of KCSIE (Keeping Children Safe in Education).
- Fulfils duties as the Deputy Designated Safeguarding Lead.
- Attend/Complete all RMGS training in relation to safeguarding.
- Report all safeguarding concerns in a timely manner as specified by the school.
- Ensure there is a culture of safeguarding within all areas of the role.
- Be committed to safeguarding and promoting the welfare of children and young people.

These duties may be changed, or other duties added at the reasonable discretion of the Headteacher.

Please note that this list of duties is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the subject leader will carry out. The postholder may be required to do other duties appropriate to the level of the role.



Rainham Mark Education Trust

Person Specification

A list of qualities required always looks daunting. However, we would like to reassure you that we are realistic, and more interested in you as a whole person rather than in a tick-list of your attributes. It is not expected that you will have had the opportunity to develop each of the skills to the same level. Please use the statement in support of your application as an opportunity to tell us about your strengths, or the elements of your work of which you are most proud, and the ways in which you could contribute to RMGS.

Characteristics

	Essential	Desirable
Qualifications	<ul style="list-style-type: none">• Qualified Teacher Status• Degree or equivalent	<ul style="list-style-type: none">• Evidence of ongoing Professional Development• Leadership experience or training
Personal Qualities	<ul style="list-style-type: none">• Good sense of humour• Strong initiative• High expectations of self and others• Ability to build professional and supportive relationships with others• Commitment to raising standards and aspirations	<ul style="list-style-type: none">• Perceptive creative leadership
Experience	<ul style="list-style-type: none">• Successful leadership• Effective management of change and improvement• Experience in management of curriculum development• Leading change or innovation at whole school level• Promoting the school within the community	
Knowledge	<ul style="list-style-type: none">• Up-to-date and relevant knowledge of recent and proposed developments in secondary education• Knowledge of best practice curriculum methodologies and pedagogies• Understanding of best practice in pastoral care• Understanding of best and current practice in relation to safeguarding	



Rainham Mark Education Trust

Person Specification

Characteristics

Essential

Desirable

Skills

- Excellent pedagogic skills with evidence of impact
- Ability or willingness to teach more than one subject
- Strong ICT skills.
- Excellent communication skills with gravitas
- Strong leadership skills with the ability to motivate, lead and support others
- The ability to think and act strategically
- Strong negotiation skills
- The ability to develop the performance of others



Rainham Mark Education Trust

Application Process

We will review applications as they are received and contact those shortlisted for interview. Early applications are encouraged as we will close the recruitment process once a suitable candidate is appointed.

Applications will only be accepted from candidates applying via **My New Term** www.mynewterm.com.

Important Information for Applications

Closing Date: Monday, 22 April 2024 at noon

Interviews: 29th and 30th April 2024

Person Specification

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.

Privacy Notice

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

This can be found here: <https://www.rmet.org/attachments/download.asp?file=50>

Retention of Information

All information is securely stored and information supplied by unsuccessful candidates will be confidentially destroyed after six months from the date of the interview. In accordance with our retention of records procedure.

We hope you find the information in this pack useful. Should you have any further queries please do not hesitate to contact the People Services Team on 01634 623461.

