



# ALL SAINTS

## ACADEMY PLYMOUTH



**Assistant Headteacher – Director of Behaviour**

**Information Pack and Job Description**

**All Saints Academy, Plymouth**

[www.asap.org.uk](http://www.asap.org.uk)



# Welcome to All Saints Academy, Plymouth!

This is an exciting time to be part of All Saints Academy, Plymouth and Team ASAP! The academy is undergoing rapid change and improvement and is a brilliant place to work. The academy is housed in state of the art buildings. Our outstanding facilities are some of the best in Plymouth from purpose built classrooms, all fitted with interactive whiteboards to professional catering kitchens for students to use and a Motor Vehicle workshop. We are the only Church of England secondary academy in West Devon and are committed to educating students of the Christian faith, those who belong to other faiths and those who subscribe to no faith. We were inspected in May 2019 by the Church inspection team and they graded us as a good school in all areas. Ofsted also visited us in October 2019 and commented favourably on the improvements we have made, stating that the school no longer required special measures. We have the highest expectations of our students here and ensure they go on to achieve their best. **All Saints Academy** ensures that every student is **well-educated**, prepared for the **future** and is able to **live life** to the full. We have high expectations of students here, with a commitment to delivering excellent teaching and learning that inspires our students and leads to excellent outcomes.

Our mission is underpinned by four values. They are:

**Faith** – Putting Christian faith at the heart of every action and ensuring a safe environment and caring ethos for all.

**Foundations** – Providing strong foundations in learning, behaviour and success for all.

**Family** – Understanding the importance of family, the value of community and support for all.

**Futures** – Preparing for bright futures shaped from excellent progress, achievement and choice for all.

Our values ensure that all of our students are developed during their time here at the academy, academically, socially, morally and spiritually.

We also have mantras which we ask all of our school community and stakeholders to live by. They are: **'together we succeed'**, **'work hard, be kind'** and **'no excuses'**. We have these mantras to achieve the very best in all that we do. You can find out more about our mantras on our website.

We are part of the Ted Wragg Multi Academy Trust which allows partnership working for the benefit of all of our students with other Academies in Devon. We are an innovative Academy that really values professional development with staff. To that extent we invest in staff to have time to be part of the 'precision coaching' programme that stems from America, based on the 'Leverage Leadership' book and 'Teach Like a Champion' techniques. This is what is enabling us to become one of the best Academies in Devon and the South West.

I am very proud to be Headteacher of All Saints Academy, Plymouth which is a very special place to work. I am looking for an exceptional person for this post and as you read through this information pack, if you wish to find out more, please get in touch. Thank you for taking the time to consider this post and if it is right for you, I look forward to receiving your application.

Lee Sargeant  
**Headteacher**



**Post:**

Assistant Headteacher – Director of Behaviour

**Salary:**

L4-7

**Responsible To:**

Deputy Headteacher

**Working Pattern:**

Full Time, Permanent

**Disclosure Level:**

Full DBS

**Closing Date:**

10 May, 10am

**Interview Date(s):**

W/C 17 May

**Start Date:**

September 2021





## **Job Purpose**

- To lead on systems to support pupils in having positive attitudes and behaviour.
- To line manage those responsible for pastoral matters in the school, such as Heads of House and Student Support Officers.

## **Specific responsibilities to the post:**

- To lead on day-to-day behaviour across the school, in collaboration with the Deputy Headteacher, to ensure high standards are met and maintained.
- To lead on the Lighthouse provision to ensure high standards of behaviour are upheld at all times.
- To lead a House and their tutors, providing a role model for success to other Heads of House.
- To contribute to the rewards programme across the school.
- To support the Heads of House as they work to help to develop a calm and purposeful climate for learning, based on our Christian ethos.
- To ensure there is an effective detention and sanction system operating in the school.
- To model high expectations to pupils on the door each morning, ensuring that uniform is correct and students are ready to learn.
- To support Year 6 to Year 7 transition arrangements. Develop excellent Academy-parent relationships.

## **Line Management responsibilities:**

- Lighthouse staff
- Heads of House
- House Tutors & SSOs

The ability to teach Maths, English or Geography would be advantageous.

## Person Specification

Training, Qualifications and Experience	Essential	Desirable	D – Documents A – Application I – Interview R – References
Qualified Teacher Status	X		AD
University Degree or equivalent	X		AD
An excellent track record in improving educational outcomes for students which you can evidence	X		AIR
A willingness to go the 'extra mile', such as offering extra curricular clubs for students.	X		AI
A proven track record of dealing effectively with student issues such as behaviour, academic progress and effective guidance	X		AIR
Experience of working in more than one school		X	DAR
Held a leadership position, such as a Head of Year/House / Head of Department for at least 2 years	X		AR
<i>Professional knowledge &amp; understanding – applicants should be able to demonstrate a good knowledge and understanding of the following:</i>			
Monitoring and evaluation of pastoral matters, such as behaviour	X		AIR
Understanding of leading a successful safeguarding culture		X	AI
Effective teaching and learning strategies	X		AIR
Experience of supporting and developing staff	X		AI
Strategies for involving students and parents in achieving the best outcomes	X		AIR
A strong understanding of statutory educational frameworks, including the National Curriculum, Ofsted, Safeguarding and SEN		X	AI
Understanding and commitment to the school's responsibility for safeguarding and promoting the welfare of children	X		I
Excellent communication and interpersonal skills	X		IR
Adaptability to change and new ideas	X		IR
Resilience and stamina when faced with complex situations		X	AIR
Ability to prioritise, plan, organise well and work with others to achieve objectives	X		IR
Ability to relate to young people, colleagues and external partners	X		IR
Ability to accept constructive criticism and act on this to improve leadership abilities	X		AIR
Innovative and creative in approach to raising achievement	X		I
Ability to work independently and cope with a challenging workload	X		AIR

## **Pastoral Systems at All Saints**

### **House system**

At All Saints Academy we support our students through our House system (Astor, Weston, Drake and Scott – all famous Plymothians). Each house is led by a Head of House (teaching staff member) who line leads a Student Support Officer (SSO). Heads of House are responsible for the continually improving standards within each house (progress, attitudes, behaviour, culture and attendance) and are supported by their SSO who provide bespoke support for students, liaise with families, follow-up on attendance, conduct resolution and mediation and provide general pastoral support.

A safeguarding co-Ordinator also works closely with our pastoral, inclusion and safeguarding teams as the main lead on children who are involved with external agencies.

### **Brunel Alternative Provision**

In October 2019 we established our own alternative provision; this follows a nurture-model and supports a wide range of students. This is staffed by the alternative provision lead and two teaching assistants with a vision to expand significantly in the coming years.

### **The Lighthouse**

The Lighthouse is the school's internal seclusion base. This is run by two full time Lighthouse members of staff. This is the place pupils are sent if they reach a 'C3' in a lesson or may be placed here for a duration of time by the pastoral team as a sanction. Please see the School's Behaviour Policy for more information on this.

### **Inspections**

The Church of England inspection (SIAMS) was completed at All Saints in May 2019 and graded the Academy as good. This took into account the quality of education, pastoral care and the ethos of the Academy.

Ofsted visited the school in October 2019 and commented favourably on the transformation the school was making and that it no longer required special measures. Since September 2018, the Academy has benefited from new leadership, joining the Ted Wragg Multi-Academy Trust and an injection of new staff and middle leaders. Systems and structures have been overhauled and now the Academy is well in to it's journey of rapid improvement.

### **The Ted Wragg Multi-Academy Trust**

The Ted Wragg Trust was established in 2010 with the aim to create an outstanding educational experience for all of Exeter's children. Since then it has expanded to include schools in Plymouth. Professor Ted Wragg, in whose memory the Ted Wragg Trust is named, was passionate about education in general, and in Exeter in particular, and about how education can transform young people's futures.

All students within the Ted Wragg Trust, regardless of social or cultural background, are motivated to succeed and make outstanding progress because their needs are met through creative, relevant and innovative teaching.

All Saints Academy, Plymouth is part of the TWMAT and there is a 'Plymouth Hub' of schools in the MAT.

## The Senior Leadership Team

All members of the leadership team assist the Headteacher in ensuring the highest possible educational standards in the academy and in creating a culture based on the Christian ethos. We aim to be an academy where professional expectations are high and where pupils and staff feel valued, are inspired, challenged, motivated and empowered to attain ambitious outcomes, succeed beyond their potential and are kept safe.

All members of the leadership team play a key role in the strategic development of the academy, supporting the Headteacher in creating a long-term vision, leading on delegated areas of responsibility. They also assist in implementing policies and standard operating procedures on a day to day basis.

Together, the leadership team promotes the academy as a highly effective learning community. All members of the leadership team are expected to act as role models for exemplary classroom practice and discharge their teaching duties effectively.

The leadership team will explicitly model the behaviours expected of all those young people and adults associated with All Saints, and ensure high visibility around the academy, both throughout the day and also at all events.



## We Value Our Staff!

We value our staff and do this by having sensible policies and clear systems in place, such as:

- We do not expect staff to write endless feedback to students. We do not do WWW or EBI but instead have a fast whole class feedback approach and live marking.
- We do not expect you to set homework. This is already planned and set for you with our 'Need to Know' Booklets.
- You will not be expected to attend pointless meetings. We value CPD time and to that extent have weekly department and whole staff CPD.
- We do not grade lessons or have formal observations. Instead we invest in incremental coaching, where all staff have a trained coach to watch parts of a lesson and feedback. You will get more out of this than any formal observation or training course.
- We value our future leaders and, along with the Ted Wragg Multi-Academy Trust, we invest in the talent development of our staff.
- Your lessons won't be disrupted by poor behaviour as we have a place where students go if they can't focus in your lesson.
- All staff receive a work laptop.
- Lesson resources are prepared for you, using high quality schemes of learning developed by expert leaders across our school and the Trust. We use booklets in lessons for students to work in, fully resourced. You will be free to deliver these how you please, but there is no need or expectation to be planning every night of the week!
- We offer a staff attendance reward policy, where staff can claim vouchers.
- We have corporate membership to the Elfordleigh Hotel and use this for staff events/training. Staff can also access discounted membership rates for their spa and sports.
- Staff can access free health checks with Nuffield Health.

*Do you want to work in a school...*

- That has undergone rapid cultural and transformational change in the past 3 years?
- That has significantly improved results, year on year?
- Where the teacher is valued as the expert?
- That has a very clear and systematic approach to student care and behaviour, with a centralised approach and its own alternative provision?
- That takes workload seriously? That has a clear workload charter, has a rational approach to marking. restricts email use at weekends and during holidays and does not see 1265 as a target to meet?
- That believes in co-planning, retrieval practice, Direct Instruction and traditional approaches to teaching?
- That values its staff and has a strong approach to CPD?
- That prioritises a 'Knowledge Rich' curricular approach, valuing hugely the importance of the curriculum?
- Where the senior team are on the ground and are highly supportive?
- Where the staff are fully behind our ambition for excellence?
- That is values-driven, wanting the very best for the students?
- That has a clear coaching culture to help drive improvement?
- Where we take research seriously and have our own action research team?
- Where people feel valued, and morale is high across the school?

If the answer is yes to the above, then this school is for you.

## Applying for the Post

Please read this Job Information Pack before completing the application form. If you are handwriting your application, please use BLACK ink and complete in full. If emailing, you will be required to sign the application form if called to interview. CVs will not be accepted. Please return completed applications forms, with a cover letter outlining why you are suitable for the post, your skills and how you meet the job description. Please address this to the Headteacher using no more than 2 sides of A4, Arial/Times New Roman font size 12 and send to Katie Plant (Director of School Services) by email [kplant@asap.org.uk](mailto:kplant@asap.org.uk) or by mail to All Saints Academy, Pennycross, Plymouth, PL5 3NE.

