



ALL SAINTS

ACADEMY PLYMOUTH



Assistant Headteacher – Director of English
Information Pack and Job Description
All Saints Academy, Plymouth

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 English

Salary:

L13-16

Responsible To:

Headteacher

Working Pattern:

Full Time, Permanent

Disclosure Level:

Full DBS

Closing Date:

17 May, 10am

Interview Date(s):

W/C 24 May

Start Date:

September 2021





Job Purpose

To provide professional leadership and management for the faculty in order to secure high quality teaching, effective use of resources and improved standards of learning and attainment for all pupils.

List Key Duties

- To lead on the development of the subjects across the Faculty, resulting in a tangible impact on pupil learning. To lead on pupil progress across the different subjects/areas/key stages across the Faculty.
- To support, facilitate and monitor the progress of the designated Faculty Improvement Plan in order to significantly contribute to the School Improvement Plan.
- To provide regular feedback for teachers within the Faculty in a way which recognises good practice and supports their progress against appraisal objectives resulting in a tangible impact on pupil learning across the subjects.
- To review and report annually on the standards of leadership, teaching and learning across the subjects within the Faculty.
- To be part of the Senior Leadership Team (SLT), contributing to whole school strategic development on a regular basis. Part of the role will also be to line manage other subjects and lead on whole school initiatives.
- To consult with the designated subject teachers and assist with the formulation, communication and monitoring of the school improvement plan to ensure concerns and ideas are considered and all staff understands the key school targets and the part they play in achieving these.
- To support and assist the Assistant Head of Faculty to ensure they contribute to Faculty leadership.
- To provide regular progress updates to the Senior Leadership Team to ensure the SLT is fully aware of all successes, issues and concerns in the Faculty.
- To lead on literacy across the curriculum.

Person Specification

Training, Qualifications and Experience	Essential	Desirable
Qualified Teacher Status	X	
University Degree or equivalent	X	
An excellent track record in improving educational outcomes for students which you can evidence	X	
A proven track record of dealing effectively with student issues such as behaviour, academic progress and effective guidance	X	
Evidence of leading and managing staff	X	
A proven track record of improving colleagues' performance in the classroom, through appraisal and coaching	X	
Further training, such as a masters in Education or NPQML/SL		X
<i>Professional knowledge & understanding – applicants should be able to demonstrate a good knowledge and understanding of the following:</i>		
Monitoring and evaluation of teaching & learning	X	
Curriculum and assessment and use of ICT	X	
Effective teaching and learning strategies	X	
Experience of supporting and developing staff		X
Strategies for involving students and parents in achieving the best outcomes	X	
A strong understanding of statutory educational frameworks, including the National Curriculum, Ofsted, Safeguarding and SEN		X
Understanding and commitment to the school's responsibility for safeguarding and promoting the welfare of children	X	
A willingness to go the 'extra mile', such as offering extra curricular clubs for students.	X	
Excellent communication and interpersonal skills	X	
Adaptability to change and new ideas	X	
Resilience and stamina when faced with complex situations	X	
Ability to prioritise, plan, organise well and work with others to achieve objectives	X	
Ability to relate to young people, colleagues and external partners	X	
Innovative and creative in approach to raising achievement	X	
Ability to work independently and cope with a challenging workload	X	

The English Faculty

The English Department has a dedicated teaching area, in the newest part of the building. It has 7 purpose built classrooms and 2 breakout areas. There are 7 teachers of English, including this post, in the Academy and 2 HLTAs. The department has a 2nd in faculty and a Lead Practitioner.

The department is well resourced with a comprehensive curriculum and booklets in. The department is fully resourced with Chromebooks for students to use.

Results in English are continually improving. At Key Stage 4, pupils follow the AQA syllabus, which aligns with other Trust schools. This also allows for networking across the different schools.

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.

The Trust are keen to develop future leaders and a Senior Leadership development programme is available.

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 or by mail to All Saints Academy, Pennycross, Plymouth, PL5 3NE.

