



Northern
Lights
LEARNING TRUST

Assistant Headteacher
Ian Ramsey CE Academy

APPLICATION PACK



Northern Lights



We are a Multi-Academy Trust currently comprising eight schools – primary and secondary – and over 3,500 children and young people in an area stretching from Teesside through to Wearside.



We are a Teaching School Hub, one of 87 DfE centres of excellence for teacher training and development, focused on some of the best schools and multi-academy trusts in the country.



We are an Early Years Stronger Practice Hub, set up by the DfE to provide advice, share good practice and offer evidence-based professional development for early years practitioners.

OUR SCHOOLS



Benedict Biscop CE Academy
Sunderland



Grange Primary School
Hartlepool



Hart Primary School
Hartlepool



Holley Park Academy
Washington, Sunderland



Ian Ramsey CE Academy
Stockton-on-Tees



St. Helen's Primary School
Hartlepool



St. Peter's Elwick CE Primary School,
Hartlepool



Venerable Bede CE Academy
Sunderland

Every Northern Lights school has its own values and its own vision and that's really important to us because all of our schools are there to serve our community but equally, our Trust is there to serve each other.

We do that with humility and with an openness because at Northern Lights it's not all about the academic – that is really important to us – but we know, as a Trust, we are successful if we have ensured that in an holistic way our children and young people have had every opportunity to experience, to flourish, to thrive, to understand the wonder and the joy of the world around them.

– Jo Heaton OBE, Chief Executive, Northern Lights Learning Trust

Welcome from the CEO



Thank you for your interest in the position of Assistant Headteacher: Attendance and Welfare within Northern Lights Learning Trust.

We are a growing Multi Academy Trust that is currently made up of 2 secondaries and 6 primaries across Wearside and Teesside, with our central offices based in Seaham. We educate over 3500 pupils and employ over 400 members of staff and serve a diverse range of schools and communities. Each of our schools have their own individual ethos, values, and vision, which sit together as part of our Northern Lights vision of 'Shining Together and Stronger Together'. As a CofE MAT, our schools are a mixture of Church and non-Church schools that range in size and levels of disadvantage. We see this diversity as a real strength to learn from and work with each other.

As a Multi Academy Trust we are at the heart of the current educational landscape, as a designated DfE Centre of Excellence as a Teaching School Hub and DfE Early Years Hub, responsible for teacher development across all ages and phases of education, working with over 300 schools. We are collaborative in our approach and value professional development highly in all we do.

The values of community, pride, support, integrity, and the voice of the child are the foundations of our Trust. It is our mission to ensure they are embedded in everyday life, underpinned by Christianity in our Church schools. Every decision we make recognises that these values can be lived out wholeheartedly across our schools.

We operate on a culture of respect, always mindful of the quote from Maya Angelou: 'People will forget what you said, people will forget what you did, but people will never forget how you made them feel.' We seek to be an employer of choice, with 100% of staff satisfaction in our latest survey, *'I am proud to work for a forward-thinking Trust who put people development at the heart'*. We seek to support our staff to develop and thrive.

We are looking for someone whose values align with us as a Trust and has the drive and ambition to work collaboratively to provide the best opportunities and outcomes for our young people.

We look forward to receiving your application.

Yours sincerely,

Jo Heaton, OBE
Chief Executive Officer

Welcome from the Headteacher

It is my pleasure to welcome you to Ian Ramsey CE Academy, where I am privileged to serve as Headteacher. We are a popular and oversubscribed secondary school at the heart of the Stockton community and its surrounding villages. There are approximately 1180 pupils on roll with a pupil admission number of 237 in each year group.



I truly believe that every child has the right to receive a high-quality, personalised education irrespective of ability, culture, or denomination, something reflected in the inclusive ethos and vision of Ian Ramsey CE Academy. We live in a rapidly changing society and, as educators, we have a moral obligation to meet the changing needs of the young people whom we are privileged to serve.

We want all our young people to enjoy school and achieve well; we pride ourselves on providing an inspiring learning environment and encouraging our pupils to access all the opportunities that we provide. Our staff nurtures positive relationships, caring for pupils throughout their education, to ensure that they emerge from secondary education well-prepared and furnished with the knowledge, skills, and experiences they will need to flourish in modern British society and live 'life in all its fullness' (John 10:10).

Our Academy's mission statement, '**Together to learn, to grow, to serve**', encompasses our commitment to ensuring all members of our community use the gifts we have been given to serve others to learn as individuals and build the confidence to achieve their aspirations.

Through our DEEP curriculum, we offer all pupils a first-class education based on high-quality teaching and a range of experiences outside of the classroom. Our curriculum aims to provide a broad and inspiring academic experience, which is interesting, challenging, and relevant to the needs of our pupils.

We value the importance of providing a range of life experiences, developing social and leadership skills, independent learning, and supporting our pupils to develop and thrive in new environments. In addition, we aim to remove barriers for pupils, supporting them to become successful in their chosen fields after they transitioned to the next stage of their education, employment, or training.

As Headteacher, I am privileged to work with a team of exceptional practitioners who are determined to ensure that our children realise their potential and pursue the career path of their choice.

Thank you for your interest in our academy. Visits to the school are welcome, by prior agreement. Please contact dawn.dawson@nllt.co.uk to express an interest.

Best wishes,

Mal Patrick
Acting Headteacher

ASSISTANT HEADTEACHER

Permanent position required for September 2024

IAN RAMSEY CE ACADEMY

Leadership Scale L11 – L15

£61,789 - £67,928 per annum

(starting point subject to experience)

Teacher's pay and conditions.

Full time position

Due to the promotion of the current post holder within the Trust, Ian Ramsey CE Academy is seeking to employ a dynamic, outstanding professional who will inspire and motivate all within our school community.

The role of Assistant Headteacher is a fantastic opportunity for a strong, talented, and experienced school leader to work in partnership with families, staff, and pupils to create a high-performance culture where achievement, excellence and inclusion are embedded into everything we do.

We are looking for a motivational, enthusiastic leader to work closely as part of the Senior Leadership Team and staff to drive the school forward. We are keen to appoint a creative individual who is an excellent practitioner. We are seeking a leader who demonstrates proven analytical skills and uses an effective coaching approach to secure improvements in outcome for all pupils, regardless of their individual starting point.

All candidates must be able to demonstrate high standards of classroom practice, good interpersonal skills and be supportive of Northern Lights and Ian Ramsey CE Academy's values and ethos. Candidates should be able to work well with parents and external services.

Do you...

- Have a proven track record of success, leading change within a key school area?
- Have experience of leading and managing teams of staff within school?
- Want to inspire and motivate colleagues and pupils alike?
- Have a desire to remove barriers to learning for children such as attendance, behaviour, and welfare?
- Can communicate well with parent/carers, staff, and pupils?
- Offer high quality pastoral care?
- Understand what it takes to ensure that quality first teaching is an experience for both pupils and staff?

If this is you, we would really welcome your application.

In return you will receive:

- A supportive working environment that puts people at the heart of the organisation.
- Continuous professional development, including the opportunity to undertake related qualifications.
- National Terms and Conditions of Employment.
- Teacher Pension Scheme.
- The opportunity to work as part of a growing Trust and shape this role.
- The support and satisfaction of being part of a dynamic and creative team led by experienced and highly motivated staff.
- A programme of supported induction and continuing professional development firmly rooted in educational research.
- A commitment to supporting the well-being of all staff.
- Employee welfare package, including 24-hour GP access and access to whole range of wellbeing package.
- Employee benefits package currently in development, including discounts and access to salary sacrifice schemes, including Electric Vehicle Leasing.

CLOSING DATE:

Applications must be received by: Thursday 16th May 2024, 9am
Short Listing will take place on: Friday 17th May 2024.
Interviews will take place: Wednesday 22nd May 2024.

HOW TO APPLY:

Letters of application should be returned, along with a Northern Lights Learning Trust application form, to recruitment@nllt.co.uk or by post FAO Headteacher, Ian Ramsey CE Academy, Fairfield Road, Stockton-on-Tees, TS19 7AJ.

Applications will only be considered on receipt of an application form, CVs and other forms of application will not be accepted. For further information, please email Dawn Dawson, PA to Headteacher on dawn.dawson@nllt.co.uk or 01642 585205.

To arrange a visit to the school, please contact Mrs Dawn Dawson, PA to the Headteacher, at dawn.dawson@nllt.co.uk.

JOB DESCRIPTION

POST:	Assistant Headteacher: Attendance and Welfare
RESPONSIBLE TO:	Deputy Headteacher
RESPONSIBLE FOR:	Attendance Team Curriculum Leaders as agreed by the Headteacher
SALARY BAND:	Leadership Scale L11 – L15
START DATE:	1st September 2024

Strategic Responsibilities:

- Act as a key member of the senior team and play a full part in the life of the school community, supporting its distinctiveness and encouraging all stakeholders to follow this example.
- Ensuring that all our pupils can 'thrive' on their journey through school.
- Maintaining high standards of behaviour across the academy by ensuring that the pastoral systems are consistently followed by all.
- Promotion of consistently high-quality teaching and learning to ensure inclusive provision across the school, through leadership, management, development, and systematic implementation of pedagogy.
- Maintain a strong sense of teamwork and collective responsibility.
- Ensure the provision of an appropriately broad, balanced, and inclusive whole school experience/curriculum for all pupils, and challenge weakness and low standards in meeting the needs of pupils.
- Assist in the Performance Management process and contribute to the process of monitoring and evaluating the curricular or pastoral areas in line with agreed school procedures, including evaluation against quality standards and performance criteria.
- Establish a fair, transparent, and working ethos in which creativity and innovation are valued and encouraged.

Duties:

The duties outlined in this job description are in addition to those covered by the most recent School Teachers' Pay and Conditions Document. It may be modified by the Headteacher, after discussion with you, to reflect or anticipate changes in the job and the current needs of the school, commensurate with the salary and job title.

Teaching and learning:

- Ensure that curricular or pastoral areas to which you are assigned provide the highest standards of excellence.
- Ensure that pupils display the highest standard of behaviours for learning.
- Ensure that staff are supported to be able to deliver a quality first teaching experience to all pupils.
- Identify and promote the most effective approaches to teaching and learning for each pupil to maximize their attainment and progress.
- Ensure that appropriate pastoral support is provided which enables pupils to learn to their full potential.

Leadership

- Encourage all members of staff to recognise and fulfil their statutory responsibilities by setting the highest personal and professional standards.
- Be always approachable and professional.
- Provide training opportunities for all who work in the classroom to promote excellence in teaching and learning.
- Disseminate good practice in maintaining a positive climate for learning in the classroom.
- Disseminate good practice in maintaining quality first teaching and learning across the school.
- Lead by example; model strong ethical leadership to support the academy to achieve its vision and goals.
- Identify resources needed to meet the needs of all pupils and advise the Head Teacher of priorities for expenditure.

Maintenance of Professional Standards as identified in the Teachers' Standards, particularly:

- Keep yourself fully appraised and aware of educational and other appropriate developments whether national or local and assess their impact on the school and the team for which you are responsible.
- Always ensure the highest standards of professional conduct and confidentiality, and when with other staff of the school.
- Ensure the development and maintenance of a team culture that enables all members of the Leadership Team to be effective in their respective roles.
- Ensure the development and maintenance of a collaborative culture which demonstrates loyalty and integrity towards school colleagues.
- Uphold the school's policies and procedures.
- Develop links with governors, the Diocese, the Local Authority, and neighbouring schools.

Undertake any other reasonable professional task as directed by the Head Teacher, commensurate with your role.

PERSON SPECIFICATION DEPUTY HEADTEACHER

CATEGORY	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
APPLICATION FORM	<ol style="list-style-type: none"> 1. Completed NLLT application form. 2. Well-structured letter of application, outlining suitability for the post. 3. Fully supported in references. 		1-3: Application
QUALIFICATIONS AND TRAINING	<ol style="list-style-type: none"> 1. Qualified Teacher Status. 2. A good quality honours degree, or equivalent. 3. A good knowledge and understanding of current educational issues. 4. Evidence of recent and relevant professional development 		1-4: Application
EXPERIENCE	<ol style="list-style-type: none"> 1. Evidence of outstanding classroom practice. 2. Evidence of inspirational leadership. 3. Substantial teaching experience at secondary level. 4. Successful management experience of turning theory into practice. 5. Experience of leading innovative change within an area of school development. 6. Building Effective relationships with students, parents, and staff, commanding their confidence. 7. Experience of PM of colleagues. 8. Experience of direct leadership and management of a significant number of colleagues. 	<ol style="list-style-type: none"> 9. Demonstrable experience in a leadership position. 10. Experience of working with and supporting parents/carers. 11. Involvement in effective staff recruitment, induction, and development. 	1-2: References 3-8: Application
KNOWLEDGE, SKILLS, AND ABILITIES	<ol style="list-style-type: none"> 1. Innovative approach to classroom practice and exceptional teaching skills. 2. Ability to interrogate data to track pupil progress. 3. Ability to monitor and evaluate to ensure that outstanding progress is made by pupils. 		1-4: Interview 5-6: References 7-8: Application

	<ol style="list-style-type: none"> 4. Ability to review and evaluate the efficacy of all activities. 5. Excellent leadership and management skills. 6. Ability to challenge and inspire colleagues to achieve outstanding practice. 7. Ability to provide effective professional direction and support to staff. 8. Ability to effectively lead and manage change. 		
PERSONAL ATTRIBUTES	<ol style="list-style-type: none"> 1. High levels of enthusiasm, motivation, and a commitment to working with children. 2. Professional role model. 3. High expectations of others. 4. Are Innovative and able to stimulate initiative in others. 5. Forms and maintains appropriate relationships and personal boundaries with pupils. 6. Absolute commitment to pupils and their learning above all else. 7. Passion for learning relentless determination and commitment to constant review and refinement. 8. Drive, high expectations and a commitment to achieving standards of excellence. 9. Personal integrity and honesty. 10. keen eye for detail, diligence and have an ability to sustain your work ethic. 11. Emotional resilience and ability to work under pressure. 12. Ability to motivate self and others to work effectively as an individual and a team member. 13. Ability to contribute to the Christian ethos of the school. 		<p>1-5: Interview 6-12: References 13: Application</p>
OTHER	<ol style="list-style-type: none"> 1. Fully supported References 		<p>1: Application</p>

References:

References will be requested prior to interview, unless there are exceptional circumstances, and the applicant does not give consent to do so on the application form. Please contact us to discuss further if you do not consent.

DBS:

Northern Lights Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

An application for a DBS certificate will be submitted for all candidates once they have been offered the position. For posts in regulated activity, the DBS check will include a barred list check. During the recruitment process, any offences, or other matters relevant to the position will be considered on a case-by-case basis.

Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure.

Safeguarding:

Northern Lights Learning Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Everyone who comes into contact with children and their families and carers has a role to play in safeguarding children. To fulfil this responsibility effectively, all professionals should make sure their approach is child centred. This means that they should consider, at all times, what is in the best interests of the child.

Pre-employment occupational health:

Pre-employment occupational health checks are an essential part of the selection and recruitment process to assess if any reasonable adjustments are required. In some circumstances, an appointment with Occupational Health may be required to assess fitness for the role.

Equal opportunities:

Northern Lights Learning Trust are an equal opportunity employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community. Applicants with disabilities will be granted an interview if the essential job criteria are met.