



**EXTERNAL**

**Post: Administrator for Learning Support**

**Support:**

**Permanent, Term Time Only**

**Salary: Grade 6, Points 7-12 £25,584 to £27,711 (per annum)**

**Actual Support Salary: £22,005 to £23,835 (pro rata)**

## **Join us on our amazing adventure to make THE difference**

**“The school provides high quality pastoral care” - Ofsted 2023**

Are you driven by a passionate belief that excellent schooling is the right of every child?

Do you believe that we must never accept that personal circumstances, socio-economic background or prior attainment will inevitably limit young people’s potential?

Are you committed to the transformational power of education to shape lives and futures?

If so, we want to hear from you!

**We are seeking a dedicated and proactive Learning Support Administrator to join our team at Alvaston Moor Academy. In this role, you will play a key part in supporting student success by coordinating learning support services, monitoring student progress, implementing improvement strategies, providing administrative support for pastoral care, and fostering strong connections with the wider school community.**

We’re looking for professionals who are ambitious but humble, innovative but research-led, and warm and compassionate, with unapologetically high standards, to join us on our mission to take Alvaston Moor Academy in Derby from its current position to become one of the very best schools in the country.

In a community where almost 70% of pupils qualify for pupil premium funding, for more than a generation the school has struggled to consistently be the great school it can be, and that its young people, their parents and the community of Alvaston are entitled to.

In the last decade the school has seen periods of real improvement, but progress has often not survived changes in leadership, and positive changes have proved short-lived.

In 2021 Alvaston Moor began its latest journey of improvement as part of Archway Learning Trust. Once again improvement has come – recently recognised by Ofsted – but this time there is no alternative to ensuring that it is sustainable. And more than this, that the school finally delivers on its potential, demonstrates to its community, the city of Derby and the whole world that our children have as much potential as children anywhere.

**Do you want to be:**

- part of this story?
- part of the team that breaks the cycle of hard-won improvement followed by debilitating turbulence?

- part of the team that delivers on a promise to a community that has never stopped wanting, but might have stopped expecting, the best for their children?
- part of a team serving a community that, put simply, deserve the very best?

If this sounds right for you. If you have the passion, the grit and the resilience to embark on this journey with us and you're looking to take the next step in your career – we want to hear from you!

Archway Learning Trust, previously Bluecoat Academies Trust was formed in April 2014 as a result of the very long and successful history of Bluecoat Academy. We welcomed three further secondary schools in Derby to the Trust in 2021 and opened Bluecoat Trent Academy, a secondary Free School in Nottingham in September 2021.

The Trust now comprises of Bluecoat Aspley Academy, Bluecoat Sixth Form, Bluecoat Wollaton Academy, Bluecoat Beechdale Academy, Bluecoat Primary Academy, The Nottingham Emmanuel School and Sixth Form, Bluecoat Trent Academy, The Long Eaton School, Lees Brook Academy, Alvaston Moor Academy and the Bluecoat SCITT Alliance (School Centred Initial Teacher Training).

**The successful candidate will be dedicated to supporting students and contributing to academy life. They will possess strong communication skills and the ability to enhance learning support services, ensuring all students they work with have the opportunity to achieve and thrive**

The growth and development of our Multi-Academy Trust makes this an excellent opportunity to join us, as we seek to serve a growing number of young people across the region.

**In return we can offer:**

- Archway benefits to include shopping discounts and competitions
- A free and confidential employee assistance programme offering counselling and advice
- Access to Teachers' Pensions / Generous pension scheme
- Access to discounted travel schemes
- Cycle to work scheme
- Comprehensive training and support
- Opportunities to develop new skills and progress your career
- Eye care voucher scheme
- Free flu vaccine
- Access to e-learning and development

It is important that potential applicants are able to find out as much as possible about both our academy and the role as they consider making an application. We welcome visits and can be flexible around timings of the day to suit. We are committed to doing all we can to support those interested in researching more about what it is like to work in our proudly inclusive, ambitious academy as part of our AMA team. Pre-application visits are therefore very welcome. We can also arrange a phone call with our Principal or other suitable members of staff. To arrange such an informal discussion ahead of and around making an application, please contact Gemma Swann, Executive Assistant to SLT. Contact details can be found below:

T: 01332 576 777

E: [gswann@alvastonmoor.co.uk](mailto:gswann@alvastonmoor.co.uk)

Please find the job description, job specification, our commitment to safeguarding and information about Archway Learning Trust in the Job Application Pack.

**Closing Date: Friday 10 January 2025 at 9.00 am**

**Interview Date: W/C 20 January 2025**

Early enquiries and applications are encouraged as we may interview suitable candidates sooner.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post is subject to the satisfactory completion of an enhanced DBS check, Barred List check, the receipt of satisfactory references, online searches and any other statutory checks that are required for the post. We are an equal opportunities employer.

For more information about Archway Learning Trust and the vacancy, please visit [www.archwaytrust.co.uk/vacancies](http://www.archwaytrust.co.uk/vacancies). To apply for the role click apply which will take you to the application form for the post. We would encourage you to refer to the job description and person specification, demonstrating your suitability for the role.