



## **Job Application Pack ALT Primary Lead Teacher**

**Permanent, Full time, All Year Round**

**Salary: Leadership L1 – L4**

## Welcome from the CEO



Archway Learning Trust is a vibrant learning community where students are cared for, receive a high quality education and experience every opportunity to be successful.

School years are amongst the most important in our lives, helping us to develop the knowledge, skills and characteristics we need to succeed. At Archway Learning Trust, we are committed to giving every child the very best start that we can. We offer outstanding teaching and learning and exceptional personal support in an inclusive, faith based environment. I became a teacher because I believe in equal opportunities for everyone.

I also believe that every child has the right to an excellent education. Learning is at the heart of any good society and the opportunity to learn from teachers who are committed, enthusiastic and innovative is a right that all children should have.

Our mission is to help children to understand and believe in themselves, respect and care for others and to develop a wide understanding of faith, the world around them and their place within it. The determination of our youngsters to succeed, and the passion of our teachers to make a difference, makes me proud to be Chief Executive Officer of this diverse and dynamic family of academies.

*S. Hampton*

## About the Trust

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 recently welcomed three further secondary schools in Derby to the Trust and are excited to be opening Bluecoat Trent Academy, a secondary Free School in Nottingham in September 2021.

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

Our aim as a Trust is to shine a spotlight nationally and internationally on our inclusive ethos so that more schools and academies can be encouraged to take up our approach to inclusive, enriching, knowledge based teaching, preparing young people for lifelong learning based firmly on our Christian principles.

The growth of the Trust is a truly exciting time for prospective candidates who are looking to further their careers in a dynamic learning community that has opportunity at every point to share and learn from each other in order to become the best that we can be.

We are proud of our diverse student population and passionate to create a staff team reflective of this diversity. We actively welcome applications from all backgrounds and you can be assured of a warm welcome at Archway.

## Our Schools

### Bluecoat Aspley Academy

Bluecoat Aspley Academy has approximately 1500 students, including 500 in the Sixth Form, based in the city centre. Bluecoat Academy Aspley is the largest school in the Trust and was the founder of Archway Learning Trust (previously known as Bluecoat Academies Trust).

The Academy is both distinctively Christian and inclusive with all students being part of a large, diverse and multi-ethnic family that we are very proud to be a part of. Bluecoat Aspley Academy is a School of Sanctuary, welcoming students and families from all backgrounds. Believe in yourself, in others, in God centres around everything we do by acting out the values of faith, family, hope and respect. Wellbeing for all is extremely important and the Academy strives to support all.



**Bluecoat Aspley**  
believe in yourself, in others, in God



**Bluecoat Wollaton**  
believe in yourself, in others, in God

### Bluecoat Wollaton Academy

Bluecoat Wollaton Academy has 800 learners and is both distinctively Christian and inclusive, with a relentless ambition to enable every member of our Academy 'family' to be the best they can be. Bluecoat Wollaton was graded as 'Outstanding' in all categories in its Ofsted inspection in 2018. The school's outcomes place it consistently in the top 10% in the country and it was also awarded the highly coveted World Class Schools Quality Mark, which is awarded to the top schools in the country.

### Bluecoat Beechdale Academy

Bluecoat Beechdale Academy is a growing school, with over 800 students on roll. The numbers have increased each year since our sponsorship began and we are delighted with the growing confidence that local families are expressing by making Beechdale their first choice school in increasing numbers. Bluecoat Beechdale Academy is not formally designated as a Church of England Academy, but shares the ethos and many of the Archway values.



**Bluecoat Beechdale  
Academy**  
Believe, Belong, Achieve



**Bluecoat Primary**  
believe in yourself, in others, in God

### Bluecoat Primary Academy

Bluecoat Primary Academy opened in January 2015. The primary school is located near our Bluecoat Beechdale Academy in a brand new state of the art building on Harvey Road and is home to 420 primary aged children; 26 three year olds and like Bluecoat Aspley and Bluecoat Wollaton Academy is both distinctively Christian and inclusive.

### The Nottingham Emmanuel School

The Nottingham Emmanuel School is a Church of England secondary and Sixth Form, with 1,000 students, including over 140 in the Sixth Form. The £25 million site is located near the banks of the River Trent in West Bridgford. The School is a diverse community, serving families and students from every academic, social, faith and ethnic background. Emmanuel has been praised nationally for its outstanding work as an effective, inclusive Church school.





## Bluecoat SCITT

Based at Bluecoat Aspley Academy, the Bluecoat SCITT offers school based Teacher training in a range of schools and subjects. As an accredited provider of school based teacher training, we are committed to training outstanding teachers to work within the East Midlands region. Our comprehensive one year School Direct Training Programme is offered for both Primary and Secondary trainees, as well as a salaried option in certain subjects.

## Bluecoat Trent Academy



The Bluecoat Trent Academy (BTA) will open its doors in September 2021 for the founding cohort of Year 7 pupils. BTA will be an 11-16, non-faith school. It is anticipated that this will be six forms of entry, growing to 8 in subsequent years. The new academy will be built on the former site of Clarendon College, on the edge of Forest Fields, close to Mapperley Park. Whilst the new academy is being constructed BTA will for the first two years be based in its own building on the site of Bluecoat Aspley Academy on Aspley Lane. The school will be underpinned by the ethos of all the Archway academies whilst establishing its own unique vision and values.

## Lees Brook Community School

Lees Brook Community School (LBCS) based in



## Lees Brook Community School

Lead Believe Create Succeed

Derby has 1,120 students and is a school that puts its students at the heart of everything it does. The school's motto 'Lead, Believe, Create, Succeed' was chosen by its students and is at the core of everything that the school does. Lees Brook is passionate about its extra-curricular provision in both Duke of Edinburgh and its vibrant Arts offer including Dance, Drama and Performing Arts.

## Merrill Academy



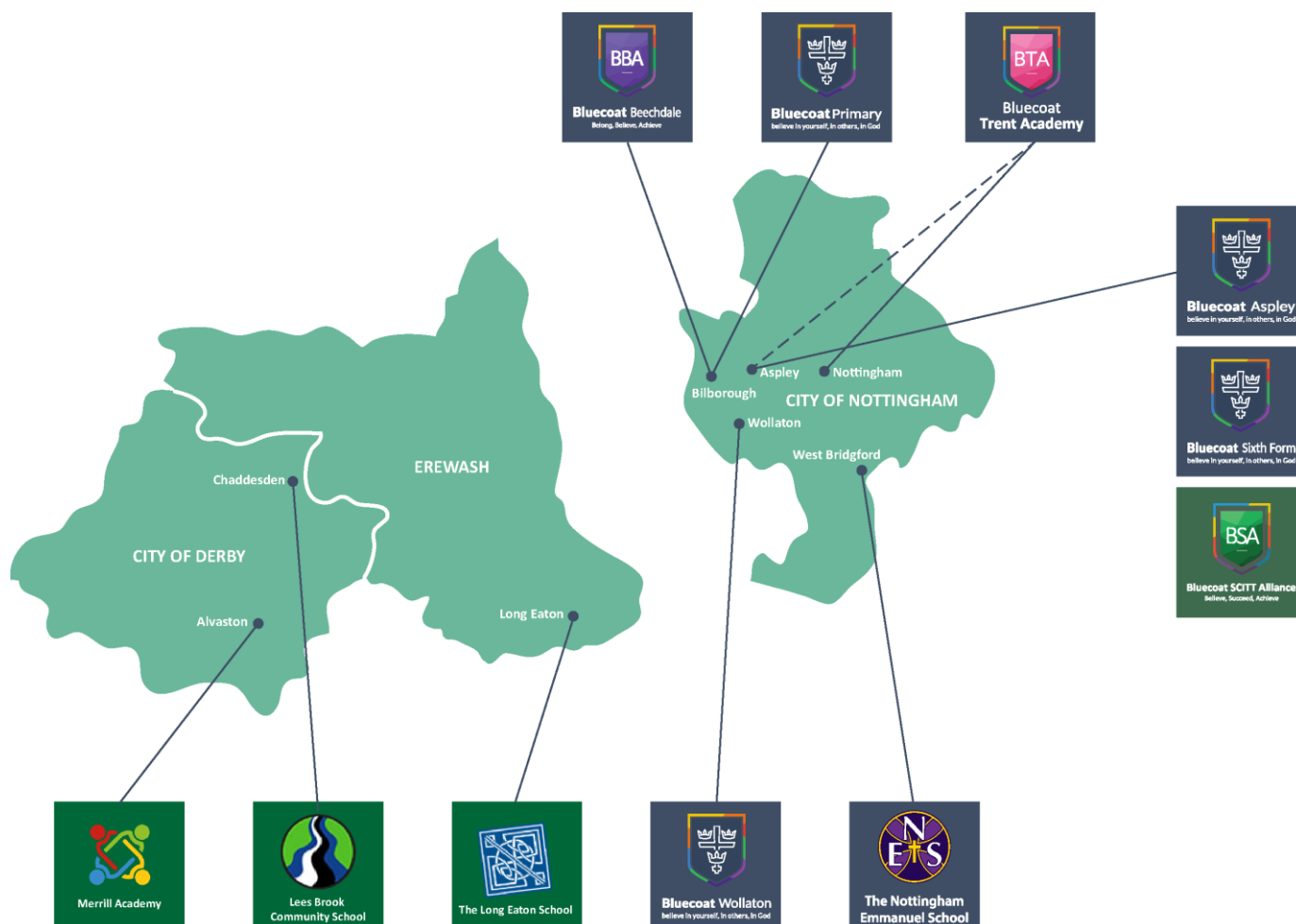
Merrill Academy in Derby offers a broad curriculum designed to engage and challenge its students. The academy has 838 students and places a strong emphasis on positive relationships, promoting independence, equality, resilience, and consideration for others. Situated in the heart of the City of Derby it serves a busy and diverse local community.

## The Long Eaton School

The Long Eaton School with 1,078 students is built on a long tradition of academic success, dating back to 1910. The school has gained an excellent reputation for the quality of its educational provision and its developments in Literacy and Numeracy have earned the school the prestigious Quality Mark and our approaches have been shared nationally as a model of good practice.



## School Locations



## Welcome from the Head Teacher

Bluecoat Primary Academy offers a caring, nurturing and secure environment that enables everyone to be the best that they can be. We share a life-long love of learning and recognise that students and staff alike are on a journey; acquiring deep knowledge, skills and understanding along the way. We pride ourselves on learning from each other and our use of well-grounded research in decision making.



Bluecoat truly values everyone and everyone has a voice. We love the fact that our school is made up of families from different social, cultural and religious backgrounds and ensure that we always have high aspirations of everyone. Our staff team is passionate about the success of each and every individual and we make sure that we prepare all children to make exceptional contributions to our global society. At Bluecoat we value positive behaviour, attitudes and manners and role model these desired behaviours in all that we do. We strive to deliver the highest standard of teaching and learning in all areas and ensure that all children develop academically, spiritually, morally, culturally and emotionally. Belief is important to us: we believe in ourselves, in each other and in God.

## The Vacancy

Bluecoat Primary Academy enters its final year of growth this September and therefore is looking for a talented Upper Key Stage 2 teacher to deliver high standards of teaching and to ensure strong pupil progress for a Year 6 class for part of the week, sharing the class with another of our experienced leaders.



Furthermore, due to the commitment for growth of the primary element of Archway Learning Trust, we have created an exciting new role of Lead Teacher who will work on behalf of the Trust to share excellent practice and support others to develop their practice.

The post holder will play a leading role in developing the strategic direction of teaching and learning as we look to grow the primary element of Archway Learning Trust. This is an exceptionally exciting and innovative role for the successful candidate. It brings together the opportunity for progression and wider impact, whilst ensuring that your work continues to be rooted in the classroom.

## Applications

For more information about Bluecoat Primary Academy and the vacancy, please visit [www.bluecoatprimaryacademy.co.uk/vacancies](http://www.bluecoatprimaryacademy.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



**Closing date: 9am Friday 23<sup>rd</sup> April 2021**  
**Provisional Interview date: Wednesday 28th April 2021**

If you have any queries, wish to discuss the role informally or undertake a visit to the Primary Academy, please do not hesitate to contact us via email [recruitmentpri@archwaytrust.co.uk](mailto:recruitmentpri@archwaytrust.co.uk) or telephone 0115 9007200.

Due to the number of applications we receive, it is with regret that we cannot respond to every application, if you do not hear from the HR Department within two weeks of the deadline, please assume that on this occasion your application has unfortunately not been successful.

## Trust Ethos, Mission, Vision and Values

The Trust believes in the transformational power of education for each individual and that this is enhanced through collaborative working between the academies.



## Working together, transforming lives

### Safeguarding Children and Young People

Archway Learning Trust is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are therefore expected to behave in such a way that supports this commitment. Appointment to this post will be subject to the following satisfactory pre-employment checks:

- Health
- Identity
- Relevant work qualifications
- Right to work in the UK
- Barred List Check (previously List 99)
- Disclosure & Barring Service Check (for all staff and volunteers)
- References
- Childcare Disqualification Declaration Check (relevant Primary School posts only)

## Job Description

<b>POST TITLE:</b>	ALT Primary Lead Teacher (Based in Year 6 for 2021-22)
<b>GRADE:</b>	L1-4
<b>MAIN PURPOSE:</b>	Delivering excellent teaching and learning to a class of pupils in order to bring about very good pupil progress; Improving teaching and learning across schools through modelling, training, coaching and development of other teachers.
<b>RESPONSIBLE TO:</b>	Head of Primary/ Chief Executive Officer
<b>RELATIONSHIPS WITH:</b>	Primary & Trust Wide Teaching Colleagues SENCo & Teaching Assistants Support Staff Parents Local Community and Educational Providers Governors and Stakeholders Local Primary Networks

### Introduction

Each teacher is responsible for all aspects of teaching and learning for those classes and students assigned to them. This involves the organisation and administration of classes, the preparation of lesson plans and teaching within school guidelines and schemes of work. Each member of staff has a responsibility to promote high standards throughout their work and that of the Key Stage, Academy and Trust as a whole. In particular it is important to maintain high standards of achievement and to encourage all students to fulfil their potential through effective teaching and high expectations.

In teaching at Archway Learning Trust importance is attached to:

- Team work;
- Open consultation and participation in decision making;
- Good communication;
- Mutually supportive approach - sharing responsibility, success and problems;
- Exercising positive leadership with students;
- Maintaining high personal and professional standards;
- Being forward looking and anticipating change.

### Main Responsibilities – ALT Primary Lead Teacher

- Excellent KS2 classroom practice delivering high standards of teaching and learning each day for the benefit of the pupils in the class and as a model for other teachers;
- Build a strong culture for innovation and excellence in teaching and learning across schools;
- Coaching and mentoring of staff to bring about improvement in practice;
- Inspire and motivate teachers through the delivery of high quality CPL;
- Use of QA outcomes to identify themes and plan support and training for staff;
- Use research and innovative practice to develop teaching and learning in the school;
- To work to develop a Trust Primary 'offer' to other schools joining the Trust and to act as an ambassador to other primary schools telling them about the Trust and our ambition to grow in this area.



## Teacher Responsibilities

- To deliver high standards of teaching which leads to strong pupil progress for all, from those who have additional needs, to those who need high levels of challenge.
- To contribute to the development, monitoring and evaluation of the Academy Improvement Plan.
- To monitor teaching standards with the Headteacher and Deputy Headteacher.
- To monitor and evaluate standards of learning in the school with the Headteacher and the Deputy Headteacher.
- Attend Leadership meetings as required.
- Contribute to the creation of a climate that enables all staff to develop and maintain positive attitudes towards their teaching.
- Work collaboratively with SLT staff on identified academy priorities.
- To ensure that the school complies with all statutory requirements in terms of the curriculum, assessment and recording and reporting of pupils' attainment and progress.
- To implement appropriate strategies for improving and sustaining high standards of teaching, learning and achievement for all pupils.
- To ensure that teachers – through short, medium and long term plans – understand the sequence of teaching and learning
- To use data effectively to establish clear and challenging targets for pupil achievement and improvement, including SEN, Gifted and Talented, pupils with English as an additional language and other learning groups as appropriate and identified.
- To offer support and guidance to staff in the effective teaching of pupils suggesting appropriate strategies and CPD opportunities to ensure high standards.
- To liaise with relevant members of staff including outside agencies,
- Lead CPD meetings and INSET for the school.
- As a member of the Leadership Team - analyse and interpret relevant national, local and school data, research and inspection evidence to inform policies, practices, expectations, targets and teaching methods.
- To establish and implement clear policies and practices for assessing, recording and reporting pupils' attainment and progress.
- To write an annual action plan and to monitor and evaluate it against the success criteria and to use this to identify future priorities for development as part of the academy plan.
- To establish staff and resource needs and take responsibility for managing a budget of likely priority expenditure.
- To allocate, deploy and maintain resources to ensure value for money.
- To maintain effective communication with governors ensuring they are well informed about subject plans, policies and priorities.
- To develop appropriate networks with other outside agencies, including cluster groups, network learning communities, business, industry, community groups and ITT providers.
- To provide guidance and support to staff in their written communications regarding Literacy, including the annual report to parents.
- To ensure the effective teaching of pupils by overseeing planning, preparation and assessment, and by any other appropriate evaluative activity.
- Follow Academy and departmental procedures on assessment, recording and reporting, including communication with parents at consultation evenings;
- Take part in class activities such as trips and visits;
- Encourage pupils to think and talk about their learning, develop self-control and independence, concentrate and persevere, and listen attentively;
- Use a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle for learning;
- Manage parents and other adults in the classroom.
- Undertake such Key Stage responsibilities as are delegated by the Primary Lead;
- Carry out a share of supervisory duties in accordance with published rotas;
- Set and mark home learning in accordance with Academy and Key Stage policies;
- Participate in meetings with colleagues and/or parents/carers with regard to the above responsibilities.
- Plan teaching activities to achieve progression of students

- Assess learning objectives to determine whether they have been achieved and use the assessment to improve teaching and learning.
- Follow and implement Trust policies and procedures

## General Notes

1. The aforementioned responsibilities are subject to the general duties and responsibilities contained in the School Teachers' Pay and Conditions Document and the Conditions of Service ("Burgundy Book") and are additional to the general duties and responsibilities of a Teacher;
2. These accountabilities do not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed;
3. These accountabilities are not necessarily a comprehensive definition of the post. It will be reviewed at least once per year and it may be subject to modification or amendment at any time after consultation with the holder of the post.

## Staff Conduct

- All employees are expected to familiarise themselves and follow the Trust vision and ethos during their working lives with Archway Learning Trust.
- We are professional people and expect professional conduct (behaviour and language) based on mutual respect, good manners, politeness and common courtesies for all members of our community. We expect that at all times employees behave in a manner that role models positive behaviours for our students to follow.
- Physical violence, verbal abuse and swearing are unacceptable and not tolerated.
- Employees are expected to maintain a professional relationship with students.
- Staff will be fully supported by the Trust at all times in carrying out the behaviour policy.

## Dress Code

- The Trust expect staff to wear professional business dress mirroring our high expectations of our student dress code

	<u>Essential</u>	<u>Desirable</u>
<ul style="list-style-type: none"> <li><u>Qualifications</u></li> </ul>	<ul style="list-style-type: none"> <li>Relevant 'A' Levels (or equivalent);</li> <li>Qualified Teacher Status;</li> <li>Evidence of continuing professional development or further professional study;</li> </ul>	<ul style="list-style-type: none"> <li>Good honours degree (2:1 or better);</li> <li>SLE designation</li> <li>Accredited Middle or Senior Leadership qualification;</li> </ul>
<ul style="list-style-type: none"> <li><u>Experience</u></li> </ul>	<ul style="list-style-type: none"> <li>A proven track record for delivering high standards within the primary phase, particularly upper KS2;</li> <li>Experience of raising achievement in all aspects of the curriculum;</li> <li>Experience of working with children with a wide variety of learning needs;</li> <li>Experience of working in partnership with a wide range of stake holders including colleagues, parents, governors, and a range of professionals from other agencies;</li> <li>Experience of monitoring, evaluating and reviewing classroom and assessment practice and promoting improvement strategies;</li> <li>Involvement in leading the implementation of whole-school initiatives;</li> <li>Experience of leading training on teaching and learning approaches;</li> </ul>	<ul style="list-style-type: none"> <li>A proven track record of delivering high standards and bringing about positive outcomes in Year 6;</li> <li>Experience of leading and managing within a primary setting;</li> <li>Experience of providing additional support to children working below age-related expectations in order to ensure good pupil progress.</li> <li>Experience as a middle leader or SLE;</li> <li>Experience of coaching staff;</li> </ul>
<ul style="list-style-type: none"> <li><u>Knowledge and understanding</u></li> </ul>	<ul style="list-style-type: none"> <li>An understanding of current educational developments and research into best practice;</li> <li>In-depth knowledge and understanding of the KS2 curriculum and SATS assessment requirements;</li> <li>Sound knowledge and understanding of Assessment for Learning strategies;</li> <li>The monitoring, assessment, recording and reporting of pupils' progress;</li> <li>The statutory requirements of legislation concerning Equal Opportunities, Health &amp; Safety, SEN and Child Protection;</li> </ul>	<ul style="list-style-type: none"> <li>A sound understanding of school evaluation including the processes within Ofsted;</li> </ul>

<ul style="list-style-type: none"> <li>• <u>Skills and Abilities</u></li> </ul>	<ul style="list-style-type: none"> <li>• Ability to build a team and bring out the best in people;</li> <li>• A positive approach when facing challenges;</li> <li>• Ability to lead by example and provide a clear direction;</li> <li>• Confident user of ICT;</li> <li>• Ability to monitor and evaluate teaching and learning and implement strategies for improvement;</li> <li>• Ability to solve everyday problems by using initiative, flexibility and creativity;</li> <li>• Good organisation and time management skills;</li> <li>• Ability to work under pressure and remain calm and positive;</li> <li>• Good/outstanding classroom practitioner;</li> <li>• Ability to use innovative, active teaching methods;</li> <li>• Well developed and effective communication skills, written and verbal;</li> <li>• Good interpersonal skills and an ability to work effectively in and support and manage teams;</li> <li>• Ability to work effectively with students with a range of needs.</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to use data effectively to drive school improvement;</li> </ul>
<ul style="list-style-type: none"> <li>• <u>Personal Characteristics</u></li> </ul>	<ul style="list-style-type: none"> <li>• Warm , nurturing leader who can bring out the best in people;</li> <li>• Energetic, enthusiastic and enjoys new challenges and leading change;</li> <li>• An empathy for students from a wide variety of social, cultural and SEN backgrounds;</li> <li>• Ability to be in full support of the Christian values of the Trust;</li> <li>• A willingness to work hard with enthusiasm and vision;</li> <li>• Resilience;</li> <li>• Tact and sensitivity;</li> <li>• Integrity, emotional intelligence and good judgement;</li> <li>• A sense of humour;</li> <li>• Confidence, independence and flexibility;</li> <li>• Calm under pressure;</li> </ul>	

	<ul style="list-style-type: none"> <li>• Well-organised;</li> <li>• Demonstrate a commitment to the job beyond the basic demands of the post.</li> </ul>	
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