



Alsop High School



APPLICATION PACK

ACADEMY:	Alsop High School
ROLE:	Assistant Head of Faculty/Lead Practitioner - English
START DATE:	September 2025 or sooner if practicable (June 1 st)
SALARY:	£31,650-£49,084 & TLR 1A £9,782
GRADE:	Point 1 - Point 9 (MPS-UPS)



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“I have worked at Alsoop High School since 2000, when I started my career in education, as a PE Learning Support Assistant. It was working with such a passionate and enthusiastic staff team that inspired me to complete my PGCE and return as a member of the teaching staff in 2002. I have taken advantage of every opportunity and experience Alsoop has offered, which has led me into my current role of Assistant Headteacher.

Alsoop is a very special and unique school and our students and families are at the centre of all we do. We ensure everyone has the opportunity to be the very best that they can be, both personally and academically. I am immensely proud to work alongside my amazing colleagues to help shape the generations of families we serve within the school community and beyond”.

Kathy Begley

Assistant Headteacher



MESSAGE FROM THE TRUST

Dear colleague

We are delighted that you are considering applying for a role at Alsop High School, Your interest comes at an important and exciting time in the development of the Trust. We are a small trust with a balanced blend of five primary and two secondary schools, but are poised for growth as we drive towards our 4 key strategic aims. At the heart of our strategy we aim provide the best school experience possible for every child, and to be the best employer we can be.

Omega Multi-Academy Trust was formed in 2018. We serve diverse communities across the metropolitan borough of Warrington and the City of Liverpool. Our schools are firmly rooted in their communities and respond to their individual needs with local knowledge and understanding, retaining their unique identities. We strongly believe in the power of genuine collaboration and school-to-school support, so as a trust, we exploit every opportunity to embrace the sharing of best practice, celebrating our many strengths , learning and growing together.

We pride ourselves on nurturing a culture of inspiring education which emphasises the knowledge, skills and experiences that will enable pupils to be resilient and aspirational. We invest in our staff and embed innovative, high-quality teaching and learning into our curriculum whilst keeping the best interests of our students at the heart of everything we do.

In my role as Chief Executive Officer, it is a privilege to witness the drive and determination of our colleagues who have welcomed our strategic vision with such enthusiasm and drive. The Trust's new Impact Strategy, as well as having a necessary focus on inclusive education and continuous school improvement as standard, includes an important focus on you, and your wellbeing, ensuring we care for the people who help and support our children and young people to stay safe and to thrive.

If we are successful in our mission, we will have ensured our schools provide:

- World-class teaching that promotes exceptional learning.
- Bespoke pastoral care that nurtures our students' aspirations.
- Inspiring learning environments, where our students can make mistakes and overcome them to become the best version of themselves.
- Industry-leading professional development for all colleagues, investing in our teams to support them in fulfilling their personal and professional ambitions.



The hard work is paying off and whilst we know our work is far from complete, we are proud to have reached some key milestones. Outcomes at our primary schools are now amongst the best in the country, with strong outcomes in Early Years, Key Stages 1 and 2 in almost all of our schools. Where outcomes are not as strong, they are improving at pace.

Our dedicated staff and committed team of Trustees and Governors are relentless in their aim of creating truly world-class schools. Our Headteachers are empowered to create schools that reflect the communities they serve, yet we encourage our schools to be externally focused, obsessive in their quest to learn from the very best, never leaving opportunities for improvement to chance.

We see vacancies such as this as an opportunity to attract new talent, bringing the best practice into our trust. By joining us, you become a crucial part of the team that will deliver our vision. Together, we will transform lives.

If successful in your application, you will be joining a highly collaborative, supportive and committed team who will share their practice and offer unwavering support, advice and guidance to each other; an invaluable network of support for you as you embark on this fabulous challenge in your new school.

Thank you once again for your interest in this exciting opportunity at Alsop High School. We look forward to welcoming you to our team.

Yours faithfully,



Mr C Wilcocks
Chief Executive Officer
Omega Multi-Academy Trust



MESSAGE FROM EXECUTIVE PRINCIPAL

It is my pleasure to welcome you to Alsop High School.

I am delighted that you are considering joining our community. Alsop High School is the largest secondary school in the vibrant city of Liverpool, with nearly 1500 students across Key Stage 3-5. We have been at the heart of the Walton community for over 100 years.

As the Executive Principal of this warm and wonderful school, which is part of Omega Multi-Academy Trust, I feel both proud and privileged to lead our mission of 'Achieving Excellence Together.' At Alsop High School, excellence means seeking 1% improvements every day in all that we do, for both staff and students. We are looking for talented, committed and passionate colleagues to join us on this journey to excellence.

New colleagues often highlight the support from others and the team ethos is a real strength of our school. Built upon our three core values of *Ambition*, *Respect*, and *Community* and aligned with the Omega Multi-Academy Trust mission, we strive to provide the best possible school experience for every child and to be the best employer we can be. We consider the workload and wellbeing of our staff to be our greatest resource, which means that we place a high value on managing the amount of work given to staff and ensuring that their overall wellbeing is considered.

I will always expect our staff to treat the children in our care as they would their own. One of my favourite quotes is, "children's learning is not a rehearsal; they never get a second chance." We want ambitious staff who are passionate about maintaining the highest standards every day to ensure that every moment of students learning is as effective and enriching as possible.

We aim to cultivate a warm, family-like work environment and seek to recruit and retain dynamic and inspirational staff who share our vision and commitment. As part of Omega Multi-Academy Trust, colleagues benefit from strong collaboration, network opportunities and a broad and varied professional development programme at every level. We plan to "train staff so well that they can leave but treat them so well they don't want to."

We can offer flexible working arrangements and a wide range of CPD opportunities for staff. While we love working in education, we recognise its challenges, which is why your wellbeing is always a priority for us, from emotional support to regular workload management.



As part of a trust, we offer all staff exclusive access to our wellbeing and benefits app “Omega MAT Plus+.” This app provides a gateway to a wide range of exciting benefits, including an Employee Assistance Programme with 24/7 health and wellbeing support, access to GP video appointments and discounts and savings at many high street stores and big brands.

We believe that a diverse and inclusive workforce is essential, drawing from a range of talents, backgrounds and experiences and striving to represent the community we serve. Ultimately, it is the children and young people who will benefit the most, so this is the perfect opportunity to work in an innovative and creative school. We strongly encourage all potential applicants to visit us or get in touch for an informal conversation prior to the interview. We are happy to welcome visitors for an informal tour at any time.

I look forward to meeting you.

Yours faithfully,



Mr J Kerfoot
Executive Principal



JOB DESCRIPTION

Job Title:	Assistant Head of Faculty/Lead Practitioner-English
Academy:	Alsop High School
Salary:	£31,650-£49,084 plus TLR 1A £9,782
Grade:	Point 1- Point 9 (MPS – UPS)
Accountable to:	Head of Faculty, SLT & Headteacher
Start date:	1st September 2024 or sooner if practicable (June 1st)
Closing date:	Friday 14th March 2025 3pm
Contract Type:	Permanent

We are a school on a mission and our mission is clear – to provide the best school experience for every child in our school community so that their life chances are transformed. To support us on this mission, we are seeking to appoint a highly motivated, talented, and inspiring Assistant Head of Faculty/Lead practitioner in English to join us at Alsop High School.

Working as part of our English Leadership Team, you will bring an innovative and creative approach to supporting the strategic direction and development of English, whilst supporting the Head of Faculty in effectively monitoring and developing the progress and achievement of our students

As the Assistant Head of Faculty/Lead practitioner for English, you will be first and foremost an outstanding teacher with a track record of excellence in the classroom. You will ideally have experience of leading curriculum development in English or having coached teachers.

Core Purpose:

The ideal candidate will be expected to support in improving the quality of curriculum, teaching and learning within the English faculty and have the passion and enthusiasm, alongside the skills and aspiration, to develop and nurture every child in their care. The ideal candidate will deliver consistent, excellent teaching and learning to help all students in our mission of “Achieving Excellence Together”.



Job Dimensions

Key Responsibilities:

- To be responsible for the development of curriculum and assessment in English across the Faculty and leading on a key stage.
- To be responsible for the development of pedagogy and staff development in the English Faculty
- To support the Head of Faculty with the leadership of the English Faculty as part of the English Leadership Team
- To deputise for the Head of Faculty in their absence both in the day-to-day operation of the department and in any emergencies that might arise
- To assist the Head of Faculty in development, reorganisation and monitoring proper use of departmental resources
- To assist the Head of Faculty in carrying out departmental self-evaluation
- To inspire, motivate and challenge students and staff, supporting their individual learning journeys

Strategic Direction

- To ensure the vision for the Faculty is clearly articulated, shared, understood and acted upon effectively by all members of the English Faculty
- To assist with the short, medium- and long-term plans for the development and resourcing of the English curriculum, through the School Improvement Plan (SIP)
- To monitor and evaluate department targets that impact on learning within the Faculty Improvement Plan (FIP)
- To be committed to continual improvement and the achievement of outstanding standards

Teaching and Learning

- To lead Faculty CPD sessions to provide support, guidance and appropriate direction of learning and teaching methods within the English Faculty
- To ensure Programmes of Study and linked assessments are developed appropriately and to a high standard, meeting the needs of all students across all Key Stages
- To accurately monitor and evaluate the quality of learning and teaching in the Faculty and set targets for improvement
- To provide support and coaching for both the induction and development of staff
- To facilitate the sharing of best practice
- To be dynamic, reflective and progressive in practice and procedures
- To be an inspirational role model in the classroom



Leading and Managing Staff

- To ensure excellence for all and by all; Achieving Excellence Together
- To be involved in the selection and recruitment of all English staff
- To plan, delegate and evaluate work carried out by individuals in the Faculty
- To create, maintain and advance strong leadership by encouraging creativity and innovation
- To secure and allocate resources to support effective learning and teaching employing “Best Value”
- To conduct appraisals with rigour and consistency

Knowledge and Understanding

- Demonstrate excellent subject knowledge and understanding in Key Stage 3, Key Stage 4 and Key Stage 5
- Experience and knowledge of school improvement and self-evaluation processes
- Strong people skills to maximise strengths, develop colleagues and ensuring excellence
- A working knowledge of practices of effective leadership
- Thorough knowledge of effective curriculum planning
- Emotional intelligence and strong interpersonal skills
- A real understanding of young people and how to motivate their success

Leadership Responsibilities

- Promote high quality of teaching and learning in the curriculum area.
- Monitoring staff performance in conjunction with the Head of Faculty.
- Assist with the development of effective teaching and learning styles/strategies within the Faculty.
- Oversee the reporting of students' progress to parents ensuring that parents are informed of issues affecting the progress of their child and supporting teachers with any issues that arise.
- To ensure programmes of learning in English are up to date and appropriate.
- To lead the development of appropriate resources, schemes of work, marking policies, assessment and teaching and learning strategies in the faculty, within English.
- To assist the Head of Faculty with the day-to-day management, control and operation of curriculum area provision within the Faculty.
- To assist in monitoring and following up student progress and assessment.



Teaching and Learning:

- To set high expectations for student performance.
- To be responsible for the planning, preparation and delivery of appropriate lessons and courses to meet the educational needs of the students in the teacher's care.
- To use allocated PPA time appropriately to this end.
- To produce structured lessons with pace, which employ a range of resources and teaching styles to maximise student progress and enjoyment, through clear, shared learning objectives and outcomes.
- To write and update schemes of work/courses as required, where possible, working as part of a team, sharing good practice.
- To contribute to the development of the department and the school as a whole.
- To contribute to the development of the profession, through assisting with trainee teachers.
- To ensure that all students' needs are met, in particular specific groups including SEN and HPA, liaising as necessary with support staff to provide differentiation and support.
- To set high standards and provide a role model for students and other staff.
- To incorporate Assessment for Learning techniques into lesson delivery, so that students are clear on what they have achieved and how they can improve.
- To establish and maintain a purposeful learning environment, which is attractive.
- To provide work and set list for cover for planned absence.
- To assist in the provision of cover for absent colleagues, as requested within the agreed limit, and to assist with the direction of supply staff as appropriate.



Behaviour for Learning:

- To be responsible, both individually and in conjunction with other colleagues, for good discipline, adhering to school policy, and ensure students' health and safety is a priority in the classroom, in school generally and when on school visits.
- To undertake break, lunch and detention duties as requested.
- To forge positive and productive relationships with all students and staff.
- To report any concerns for students' well-being to ensure Child Protection and Anti-bullying procedures are actively administered.
- To act as a form tutor, as required, in keeping with the form tutor job description.

Continued Professional Development:

- To attend INSET, courses and meetings in order to continue personal professional development for self and to ensure that a secure, up to date, specialist subject knowledge and an understanding of current methodology is maintained.
- To take part in lesson observations and Performance Management reviews.
- To involve self in additional Teaching & Learning (T&L) based activity where possible, including the T&L Working Group and mutual observation to improve practice for self and colleagues.

Monitoring and Assessment:

- To assess, record and report on the development, progress, and attainment of students, as individuals and groups, in line with school and departmental policy and as requested.
- To mark students' work carefully, conscientiously, and regularly according to school and departmental policy.
- To set student targets and track pupil progress, analysing pupil performance and attainment standards for groups taught in comparison to prior attainment, cognitive ability tests and minimum target levels/grades.
- To participate in open evenings, parents' evenings, and other functions of a similar nature, as deemed necessary by the Executive Principal/Head of School.
- To prepare and assist with subject examinations where the professional skill/judgement of a teacher is required. This does not include basic invigilation.



Accountability:

- To liaise on behalf of the school with students, parents, staff, visitors, and governors as appropriate.
- To meet deadlines in accordance with school and department policy.
- To undertake regular self-evaluation of one's own teaching methods, materials and schemes of work employed and to make changes as appropriate.
- To ensure that all Monitoring, Evaluation and Review are managed as detailed in the School Progress Cycle.
- To contribute to whole school reviews of policy and aims.
- To report absence at the earliest convenience to the member of staff responsible for Cover and on return to school to see the Headteacher.

The responsibilities above are subject to the general duties and responsibilities contained in the current statement of Teachers' Conditions and Employment. This job description takes into account the recommendations of the roles and responsibilities as outlined in the TTA National Standards as well as the broad guidelines for Subject Leaders. This job description is not necessarily a comprehensive definition of the post and will be subject to modification or amendment at any time after consultation with the post holder. The post-holder will undertake the professional duties of a member of school staff as circumstances may require under the reasonable direction of the Headteacher.



“Beginning my teaching journey in Alsop High School is an experience I am truly grateful for. Having been an Alsop student myself, I have always admired the dedication, hard work, and heart of the staff body. Throughout my training year, I was given the utmost support and felt inspired daily. That inspiration is something I endeavour to share with our students. I aspire to create an environment in which all pupils believe in themselves and encourage them to see what I see in them.

The continued professional development from Alsop and Omega Multi-Academy Trust during my ECT year have been invaluable. I have been encouraged and guided to become a reflective practitioner and undoubtedly, this has had a positive impact on my confidence and classroom presence. My experience since joining Alsop High School has enabled me to see the true heart of our school and I am enjoying the privilege of positively contributing in any way I can.”

Eve McArdle

English Teacher



PERSON SPECIFICATION

Academy: Alsop High School

Job Title: Assistant Head of Faculty/Lead Practitioner-English

You should be able to demonstrate that you meet the following criteria which are all essential:

E= Essential D=Desirable

Measured by:

A=Application Form

T=Test/Exercise

P=Presentation

I=Interview

R=Reference

You will be required to safeguard and promote the welfare of children and young people. Candidates failing to meet any of the essential criteria will automatically be excluded.

QUALIFICATIONS		
E	Degree or equivalent qualification in relevant subject/s and a teaching qualification	A
E	Up-to-date in-service training in subject and whole school issues	A
D	Additional qualifications relevant to the post	

KNOWLEDGE AND UNDERSTANDING		
E	Strong working knowledge of the National Curriculum, issues and developments	A/I
E	Knowledge of equal opportunity issues for students and staff	A/I
E	A flexible and open-minded approach to learning and teaching with an understanding and proven practice of differentiation	A/I



EXPERIENCE		
D	Post with management responsibility within existing or previous school	A/I
E	Recent experience of teaching the 11-16 age range	A/I
E	Recent experience of teaching the 16 -18 age range	A/I
D	Involvement in the professional development of staff	A/I
E	An outstanding classroom practitioner	A/I
E	Experience of producing examination results to a high standard with positive residuals and strong value added	A/I
D	Experience of change management	A/I
D	Experience of working in more than one previous school	A/I

PERSONAL QUALITIES AND SKILLS		
E	Highly effective interpersonal, communication and presentation skills; the ability to lead and enthuse others; the ability to co-operate and co-ordinate with other departments	A/I
E	Excellent administration, organisation and management skills	A/I
E	Excellent information and communication technology skills .	A/I
E	A commitment to raising achievement across the whole age and ability range	A/I
E	Ability to multi task and deal with numerous challenges simultaneously	A/I
E	Willingness to be involved in extra-curricular activities	A/I
E	Ability to motivate and coach staff to perform to the best of their ability	A/I
E	Commitment to developing links with parents, the community and business	A/I
E	Driven towards achieving results for all in terms of levels of progress	A/I



PERSONAL QUALITIES AND SKILLS- CONTINUED

D	Awareness of new/ relevant developments and initiatives in education	A/I
E	Highly developed interpersonal and communication skills	A/I
E	Demonstrate professionalism when dealing with colleagues in challenging circumstances	A/I
E	An ability to deal sensitively with students who may be vulnerable or require emotional, personal or physical support.	A/I
D	ICT literate- excellent data base skills, spreadsheets, Individual Education Plans.	A/I

PRE-EMPLOYMENT CHECKS

D	Awareness of new/ relevant developments and initiatives in education	R
E	Highly developed interpersonal and communication skills	N/A



THE SELECTION PROCESS

HOW TO APPLY:

If you wish to apply for this post with Omega Multi-Academy Trust, then you should follow the below steps:

- If you would like to discuss this role with a member of the Senior Leadership Team or organise a visit to our school, then please email recruitment@omegamat.co.uk with your request and we will coordinate a mutually convenient date and time to visit.
- Download and complete the Omega Multi-Academy Trust application form from our website.
- Complete the application form fully, ensuring all details are accurate and all declarations are signed. Please ensure you enclose two professional referees, one being your current employer (with name and email addresses if possible).
- Ensure you fully complete the relevant skills and experience section of the form, addressing the key characteristics and experiences outlined in the person specification, along with details of the unique contribution that you could make to the future success of Alsop High School. CVs cannot be accepted.
- The application form must be fully completed and legible. The supporting statement should be clear, concise and related to the specific post. There should be no unexplained gaps in career history.
- Email completed application forms to recruitment@omegamat.co.uk by the deadline below

PLEASE NOTE THE REQUIREMENT TO ATTACH YOUR APPLICATION FORM AS A SEPARATE DOCUMENT TO YOUR EQUAL OPPORTUNITIES FORM WHEN EMAILING YOUR APPLICATION TO US.

TIMETABLE FOR THE SELECTION PROCESS

Closing date for applications: Friday 14th March 2025 – 3pm

Start date: 1st September 2024, or sooner (June 1st)



“From the first minutes of starting my role as pastoral support officer, Team Alsop has always made me feel welcome, valued and supported. In my role, I count myself lucky to be able to forge excellent relationships with the students and their families. The role brings me great job satisfaction in assisting students to become the best, happiest and most successful versions of themselves.

Alsop has always supported me with my own continuing professional development, encouraging me to take part in both whole school and individual projects and this has given me opportunities to further my own knowledge and expertise in my role. I am proud to be part of such a supportive and caring team of staff, who work tirelessly to ensure the students stay at the center of everything we do.”

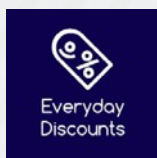
Dave Taylor
Pastoral Support officer



STAFF WELLBEING & BENEFITS

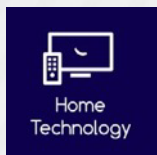
Omega Multi-Academy Trust is committed to attracting, developing and retaining top talent to achieve high performance across all school communities. Vital to pursuing this aim is the recognition of employees for exceptional performance, behaviour and achievements. Our offer encourages such recognition of individuals and teams through a range of formal and informal methods. We are committed to encouraging positive work environments that promote the physical and mental wellbeing of our staff. The capability, capacity and comfort of our colleagues is a priority for us.

Omega MAT Plus+ is an exclusive suite of benefits that is on offer to every colleague across the Trust. This is a gateway to a huge range of exciting benefits, including an Employee Assistance Programme. There is 24/7 health and wellbeing support available for everyone, as well as fabulous discounts against big brands and many high street stores.



Everyday Discounts

Discounts against big brands and high street stores including supermarkets, holidays, leisure activities, cinemas and restaurants



Home Technology

An offer to purchase home technology and personal electronic devices by spreading the cost and also making savings on your Tax and National Insurance contributions via our salary sacrifice schemes



Cycle to Work

An offer to purchase a cost effective way to get new cycling equipment and bicycles by spreading the cost and also making savings on your Tax and National Insurance contributions via our salary sacrifice schemes.



Health Club Membership

Discounted corporate memberships access to 3700 gyms, health clubs and leisure centres across the UK



STAFF WELLBEING & BENEFITS



Online Health Portal

Access to the Health Assured Health Portal. Containing an online library of wellbeing information, including articles, videos, and self-help guides to provide support on a range of health and advisory issues to aid your physical and mental health.



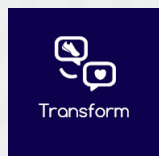
Online GP

Video or phone consultation with a GP at a time that suits you.



Employee Assistance Programme

Legal, money advice and personal support and guidance.



Transform

Transform brings together a carefully created suite of wellbeing tools, including hundreds of workout classes, motivational messages, mental health support, healthy recipes, tools for a better night's sleep and stress management techniques.



Free on-site parking at all school locations.



ALSOP HIGH SCHOOL

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