

February 2021

Chief Executive Officer: Mr A Shaw

Dear Applicant

**Re: Post of Assistant Head (Pastoral) – Leadership Scale 11-15, 32.50 hours per week, permanent based at Westwood College**

Thank you for your interest in the post of Assistant Headteacher at Westwood College. This is an exciting time to be joining our vibrant school. The opportunity arises due to the retirement of the current post holder.

We are looking for someone with the energy, drive and vision to help take the College to the next level of performance within the current challenging landscape of education. We are proud of the achievements of Westwood College and strongly believe it has the potential to continue to improve; we're looking for someone to play an instrumental part in guiding the College on that journey.

The College has a good and experienced staff body where everyone is committed to providing the best opportunities for all students. Relationships with the students and the community are excellent and this is shown by the number of students staying on to study at post-16. The College provides good extra-curricular opportunities through the arts, science, sport and many other clubs. This is something the Leadership Team, governors and Trust are committed to retaining and expanding.

The successful applicant will join an experienced, committed and supportive Leadership Team, dedicated to helping students to achieve their very best. Westwood College and the wider Talentum Learning Trust offer excellent professional development opportunities; our aim is to provide a working environment that focuses on lifelong learning for all.

Westwood College celebrates its centenary as a school in 2021-2022. We are looking for an inspiring leader to help drive the College forward as it begins its next 100 years.

We encourage visits to see the College working, and are hopeful that will be possible in the coming weeks. Anyone requiring further information, answers to questions or a confidential conversation should arrange contact with Matthew Taylor, Headteacher via Mrs Julia Shenton, HR Officer at [jshenton@ttl.org.uk](mailto:jshenton@ttl.org.uk).

I enclose for your information:

- A job description and person specification for the post
- Equality and Diversity Policy and Recruitment Monitoring Form
- Guidance to Candidates
- Application form
- Information about Westwood College

Should you wish to apply for the post, please complete an application form and enclose a brief letter of support (no more than 2 sides of A4) outlining:

- Why you are applying to Westwood College
- How your experience and present post has prepared you for this role
- The particular strengths that you would bring to the role
- How you would see the role developing and what impact you would like to make

**Please note that we do not accept curriculum vitae's.**

Applications should be submitted to [recruitment@ttl.org.uk](mailto:recruitment@ttl.org.uk).

The Trust is an equal opportunities employer committed to safeguarding and promoting the welfare of children and these positions are subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974.

There is an interview guarantee scheme in operation for people with a disability, who meet the essential criteria of the post. Please let us know on your application form if this applies to you.

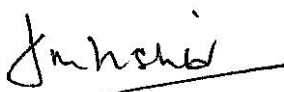
**Closing date for applications is 12pm on Monday 08 March 2021**  
**Interviews will take place on 18 and 19 March 2021**

We look forward to receiving your application.

Yours sincerely



Mr Matthew Taylor  
Headteacher



Mr John Fisher  
Chair of the Governing Body