



APPLICATION PACK

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| ACADEMY: | Great Sankey High School |
| ROLE: | Assistant Pastoral Leader |
| START DATE: | As soon as possible |
| HOURS: | 37 hours per week (Term-time only plus 1 week) |
| SALARY: | Actual Salary £24,915 - £27,965 FTE £29,093 - £32,654 |
| GRADE: | Grade 6, Point 15 – 22 |

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MESSAGE FROM THE TRUST

Dear Colleague,

We are delighted that you are considering applying for a role at Great Sankey 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 wonderfully 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

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MESSAGE FROM THE THE HEADTEACHER

I am delighted to share this amazing opportunity at Great Sankey High School, as we seek to recruit a talented and aspirational professional to join our team.

I am proud to be the Headteacher of the school and I will lead the Great Sankey learning community to be an employer of choice who provides excellent teaching and learning with passion and purpose, based on our core values of Growth, Respect, Excellence, Aspiration and Teamwork. Our mission is for everyone in our school to be happy and inspired by their school experience and for our staff this means working in a warm, welcoming and purposeful environment. This position is key in helping us to empower students to harness their own creativity, to raise their aspirations and to achieve their potential.

Great Sankey High School was judged as 'Good' overall by Ofsted in our most recent inspection in March 2023. We aim to continue a journey of improvement and transformation and I am determined to provide an exceptional quality of education and culture for all students, with the ambition that all will excel both academically and as aspirational and inspirational young people. There is no better time to join us, as a colleague, a leader or a student.

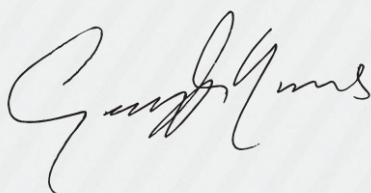
Our philosophy is grounded equally in securing the highest professional standards and supporting and caring for all professionals. Great Sankey High School is a founder member of the Omega Multi-Academy Trust and all staff benefit from exceptional networks and opportunities. A broad and varied professional development package is available, driven by the latest educational research with a focus on the development of all professionals at each career stage. Colleagues who train with us, grow with us and progress with us.

The school is situated close to local transport links and is easily accessible from areas in the North-West. Our School has been over subscribed for a number of years and now boasts over 2100 students across Key Stages 3, 4 & 5. The school has Barrow Hall College, a large school based sixth form. Students and staff are incredibly proud of their school and are determined to work together to secure further improvements and achievements.

Great Sankey High School benefits from increasingly impressive facilities and ongoing projects. The school has seen significant investment in a building and refurbishment programme, resulting in a range of new specialist science classrooms and new sports accommodation.

So, if you are eager to join a forward-thinking organisation committed to securing the highest educational, professional and personal standards, are keen to learn, develop and work with colleagues, students, parents and the community and are passionate about transforming student lives and the opportunities provided to our communities then we would be delighted to hear from you.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'G Evans', written in a cursive style.

Mr G Evans
Headteacher

JOB DESCRIPTION

| | |
|------------------------|--|
| Academy: | Great Sankey High School |
| Job Title: | Assistant Pastoral Leader |
| Grade: | Grade 6, Point 15 - 22 |
| Hours: | 37 hours per week, Term Time plus 1 week |
| Accountable to: | Assistant Headteacher |
| Contract type: | Permanent |
| Closing date: | 6 th May 2025 at 9:00am |

We are seeking someone who shares our vision and values and has the passion and commitment to promote a culture and ethos wherein all students are able to achieve and have their achievements recognized. The successful candidate will deliver high quality pastoral care and will be a creative, motivational and effective member of the wider Pastoral team.

CORE PURPOSE:

- As a member of our wider Pastoral Team in school, and aligned with our school values, the Assistant Pastoral Leader will support the Progress Leader & Pastoral Leader in championing our students, whilst upholding our culture of high standards & expectations, where every child feels valued, safe and is inspired by their school experience.

KEY RESPONSIBILITIES:

The post holder will be required to make an impact on students by:

- Use data to track student behaviour, attendance and punctuality and support the Pastoral Leader to ensure interventions are timely and effective.
- Ensure students are recognised and rewarded for positive achievements.
- Mentoring identified students where appropriate in a year group.
- Organise and coordinate Reintegration meetings following an external suspension.
- Supporting students to reintegrate into school following an external suspension.
- In liaison with the Progress Leader and/or Pastoral Leader, deliver appropriate behaviour/intervention programmes for individuals and small groups of students on social skills, anger management and emotional literacy which will contribute to improved behaviour and attendance and influence students whose behaviour is a barrier to learning.

- To promote positive behaviour management by modelling and suggesting effective strategies with students in class and around school, including at lesson changeovers, break and lunch times to develop a change in behaviour.
- To assist student attendance at school detentions in their year group.
- To utilise CCTV to ensure the safeguarding of students and staff in school.
- To support the Progress Leader & Pastoral Leader in delivering the school's assembly programme.
- To support with the organisation of Parents' Evenings and other meetings.
- Supporting staff in the management of student behaviour.
- To support learning activities and programmes of support to students in the Internal Suspension Room (ISR) and undertake Teaching & Learning Support (TLS) duties when required.
- Communicating and meeting with staff, parents/carers and outside agencies. For example, working with the attendance team & Alternative Curriculum team and the School Nurse.
- Where appropriate for individual students, leading, creating and contributing to reports such as Early Help, CiN, multi-agency meetings and behaviour plans, learning plans, health care plans, risk assessments, etc. and updating pupil records accordingly.
- To support the pastoral care of children who are looked after, liaising closely with school staff and external partners.
- Promote good attendance of students through supporting students and families, conducting home visits where necessary.
- Commit to safeguarding and promoting the welfare of our students – actively supporting students, liaising with external agencies and maintaining accurate student records on CPOMS Safeguarding system.
- To provide first aid as required to students, staff and visitors to the school and administer medicines as required.
- To agree appropriate professional targets annually with an appraiser, who will monitor and review her/his performance in accordance with the school's Support Staff Appraisal Policy.

KNOWLEDGE & UNDERSTANDING:

- High level of emotional intelligence and strong interpersonal skills.
- A real understanding of young people and how to intrinsically motivate their success.
- To be dynamic, reflective, and progressive in practice and procedures.

PERSONAL/GENERIC RESPONSIBILITIES:

- Work positively and in partnership with staff, students, parents and the wider school community.
- Support and uphold our shared vision of excellence and inclusion within the Pastoral & Year Team.

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- Support and uphold our shared vision of excellence and inclusion within the Pastoral & Year Team.

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.



"At Great Sankey High School, I have always been supported to fulfil not only the school ambitions but my own as well. The school is a place where careers are made.

My own personal journey has given me fantastic career progression, which has allowed me to hold several positions of responsibility including KS3 Science Co-ordinator, Aim Higher Co-ordinator, Teaching and Learning Co-ordinator, Specialist Leader of Education, Head of Biology, Head of Science, STEM Leader and after completion of my NPQSL, most recently, Head of the Sixth form provision, Barrow Hall College.

My professional development is testament to Omega MAT's commitment to staff development which over the years has allowed me to progress in a school where our shared values do mean that we are great in name and greatest together."

Helen Stones

Assistant Head Teacher – Director of Key Stage 5

PERSON SPECIFICATION

Academy: Great Sankey High School

Job Title: Assistant Pastoral Leader

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

Postholders are 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.

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.

| QUALIFICATIONS | | |
|----------------|--|---|
| E | A minimum of 5 GCSEs grade C or above, or Level 2 equivalent qualifications including English/Literacy and Mathematics/Numeracy. | A |
| D | Recognised and relevant NVQ Level 3 qualification or equivalent. | A |
| D | Social care/work qualification | A |
| D | Counselling qualification | A |
| D | First Aid qualification/experience | A |

| EXPERIENCE | | |
|------------|---|-----|
| E | Experience of working with children | A/I |
| E | Experience of supporting students in a pastoral/safeguarding capacity | A/I |
| D | Experience of working in a classroom environment | A/I |
| E | Experience of administrative work and handling data | A/I |

KNOWLEDGE/UNDERSTANDING

| | | |
|----------|--|-----|
| E | Knowledge of the concept of confidentiality | A/I |
| E | Knowledge of Safeguarding protocols | A/I |
| D | Knowledge of external agencies and provision/support | A/I |

PERSONAL QUALITIES AND SKILLS

| | | |
|----------|--|-----|
| E | Ability to relate well to children and build positive relationship | A/I |
| E | Ability to work as part of a team | A/I |
| E | Good communication skills | A/I |
| E | Ability to relate well to parents/carers | A/I |
| E | Ability to supervise, support and inspire students | A/I |
| E | Time management skills | A/I |
| E | Organisational skills | A/I |
| E | Ability to make effective use of ICT/administrative skills | A/I |
| E | Ability to work under pressure | A/I |
| E | Flexible attitude to work | A/I |
| E | Commitment to undertake in –service development/ training | A/I |
| E | Commitment to safeguarding and protecting the welfare of children and young people | A/I |
| E | Understanding of data and how to review/analyse | A/I |

PRE-EMPLOYMENT CHECKS

| | | |
|----------|---|-----|
| E | Positive recommendation from all referees, including current employer | R |
| E | DBS Clearance post appointment | N/A |

THE SELECTION PROCESS

HOW TO APPLY:

Thank you for taking time to read and digest our information. If you wish to apply for this post with Omega Multi-Academy Trust then you should:

- If you would like to discuss this role with a member of the Senior Leadership Team please email Jen Lewis at headshipteam@greatsankey.org with your request.
- Download and complete the Omega Multi-Academy Trust application form.
- 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). There must be no unexplained gaps in your career history.
- 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 Great Sankey High School. CVs cannot be accepted.
- 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: 6th May 2025 at 9:00am

Start date: As soon as possible



“It is a privilege to teach at Great Sankey High School. Since the beginning of my career I have been surrounded by the most supportive colleagues who have always made me feel as part of a family more than a staff body.

Each year I have been provided with the opportunity to develop my practice not only as a subject teacher but also in taking on different opportunities outside the classroom.

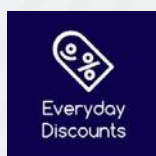
The most fulfilling part of my role has been working with the students pastorally, providing them the platform to achieve their absolute best in a safe and supportive environment.”

Ben Evans
Year 8 Progress Leader; Teacher of History and Politics

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.



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



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



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.

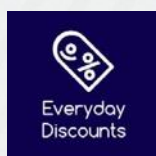


Discounted corporate memberships access to 3700 gyms, health clubs and leisure centres across the UK

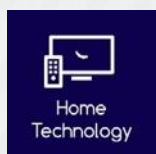
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"It is an honour to teach at Great Sankey High School. Since starting last year as an ECT I have been continuously and exceptionally supported by my department as well as the wider school. I have created life long friendships here and feel a valued member of the team.

I love the relationships which I have created with students and due to ongoing opportunities for CPD; I feel motivated to develop and reenergise the way I approach teaching and learning regularly throughout the year. The most fulfilling part of my role is to see students I teach become more empowered within my subject area and this is something that is made possible by the dedication Great Sankey High School shows its staff members.

I have enjoyed the start of my teaching career and have learnt so much from my experiences and mentors at Great Sankey High School. I look forward to the future!

Ellie Giles
Teacher of History



Great Sankey High School

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