

<b>Position</b>	<b>Associate Assistant Headteacher (Director of Year 7 (for 2026/27)) plus another whole school responsibility (to be discussed at interview)</b>
<b>Salary/Hours</b>	<b>Leadership scale (L7-11)</b>
<b>Closing Date</b>	<b>9am, Friday 15<sup>th</sup> May 2026 Early applications are encouraged</b>
<b>Interview Date</b>	<b>WB Monday 18<sup>th</sup> May 2026 The Academy reserves the right to close the application early for the right candidate</b>



Dear Candidate,

Thank you for your interest in joining us at Mulberry Academy Bexhill. We are a school that is proud to be part of our local community and we work hard to serve our local families. We are a happy and supportive team and we ensure that the well-being of all staff members is a priority.

Mulberry Academy Bexhill is part of the Mulberry Schools Trust. We are a larger than average secondary school with approximately 1500 students currently on roll. Bexhill is a beautiful seaside town and is best known for the De La Warr Pavilion and being the home to the first British motor race.

We have recently been judged as 'Good' in all areas by Ofsted (June 2025). The school has undergone significant improvement in the last few years and is now in an excellent position to take this improvement to the next level. We have a team of hardworking, dedicated, caring, passionate and talented staff that are committed to Mulberry Academy Bexhill being the best school it can possibly be. As a staff body we are aligned into providing the very best education and school experience for each and every one of our students. We have high standards throughout and ensure that there is clarity and purpose in everything that we do.

We offer a number of excellent staff benefits for our employees including a comprehensive Employee Assistance Programme (EAP) and a healthcare scheme. We are part of the Mulberry Schools Trust, which is a high performing Multi Academy Trust of schools that are based in London and East Sussex. This offers our staff excellent CPD opportunities and offers our students numerous exciting opportunities.

If you are an individual that will be committed to ensuring the best education and school experience for all students, then we would love to hear from you.

We look forward to meeting you.



Dr Craig Neal  
Headteacher

## Job Advert

Mulberry Academy Bexhill is looking for a dynamic and inspiring Associate Assistant Headteacher to be the Director of Year 7 and have another significant whole school responsibility (to be discussed at interview).

The Directors of Year at Mulberry Academy Bexhill have the following responsibilities:

- Analyse all data from the students in the year group (including progress data, attendance, behaviour) to coordinate actions to drive progress, especially for key student groups (including SEND, PP, CLA), and students making the least academic progress
- Coordinate and drive the actions of the year team to improve progress, behaviour and attitudes
- Present the actions and impact of actions at a termly progress meeting to a panel comprising the Headteacher, Deputy Headteacher, SENCO, behaviour lead (SLT), attendance lead and DSL.
- Direct and line manage the members of the year team (Head of Year, Quality of Education lead (SLT), Pastoral manager (non-teaching), year group administrator)
- Lead weekly year team meetings to coordinate actions to improve progress, behaviour and attitudes
- Coordinate the graduated response for key students
- Coordinate reintegration meetings (RIGs)
- Coordinate safeguarding for the year group
- Coordinate the writing of additional needs plans
- Coordinate appropriate interventions for students
- Manage parental communications effectively
- Work closely with the inclusion team
- Teaching (any subject)

In return, we can offer an environment where you will gain whole school experience and learn much on your journey of career progression to senior leadership and beyond.

Our school is unique, exciting and innovative – our philosophy is inclusive and founded on respect. If you feel this fits with your own value set and you have a track record of leading change, raising standards and you strive for excellence, then this might be just the role for you.

We aim to recruit staff who:

- Love the processes of teaching and learning and are keen to continually develop their own skills;

- Recognise that teaching can be a demanding job and react positively to those demands;
- Will subscribe to the ethos of the Academy and be committed to get the very best from our students;
- Take every opportunity, in and out of the classroom, to talk to students, model expected behaviours and build positive relationships;
- Remain at the forefront of pedagogy, educational research and debate.
- See themselves as having the potential to become senior school leaders of the future.

Pre-Application enquiries are encouraged. Please contact [recruitment@bexhillacademy.org](mailto:recruitment@bexhillacademy.org) for more information.

Please see our website [www.bexhillacademy.org](http://www.bexhillacademy.org) under 'about us' and then 'recruitment' for more details and to access the application form.

Please note that we do not accept CVs or approaches from agencies. Completed Mulberry Academy Bexhill application forms should be sent to [recruitment@bexhillacademy.org](mailto:recruitment@bexhillacademy.org)

Mulberry Academy Bexhill is committed to safeguarding and promoting the welfare of children and young children, therefore all positions are subject to an Enhanced Disclosure and Barring Service check (DBS).

### **Teaching and Supporting at Mulberry Academy Bexhill**

Teachers and support staff at Mulberry Academy Bexhill make the education of their pupils their first concern. They seek to achieve the highest possible standards in work and conduct, act with integrity and have strong subject knowledge. Through endeavour, they keep their knowledge and skills as current as possible, remaining at the forefront of pedagogy and educational research.

**Post:** Associate Assistant Headteacher (Director of Year 7) and another significant whole school responsibility (to be discussed at interview)

**Accountable to:** Deputy Headteacher

**Principal Accountabilities:** See the responsibilities in the 'job advert' above

**Staffing:**

**Staff Development: Recruitment / Deployment of Staff:**

- To take part in the academy's staff development programme
- To work as a member of a designated team and to contribute positively to the team ethos.

**Quality Assurance:**

To contribute to the quality assurance procedures and policies of the academy.

**Management Information:**

- To maintain appropriate records and to provide relevant accurate and up-to- date information as appropriate for teaching colleagues/parents and carers and external agencies.
- To be responsible for developing and maintaining personal development records

**Communications:**

- To communicate effectively with colleagues, the parents of students as appropriate
- Where appropriate, to communicate and cooperate with persons or bodies outside of the school
- To follow agreed policies for communications in the academy

**Management of Resources:**

- To contribute to the process of the ordering department supplies through the appropriate channel.

**Other Specific Duties:**

- To play a full part in the life of the academy, to support its distinctive aim and to encourage staff and students to follow this example
- To continue personal development as agreed
- To comply with the academy's health and safety policy and undertake risk assessment as appropriate

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

The academy will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

The job description is current at the date shown, but following consultation with you, may be changed by management to reflect or anticipate changes in the job which are commensurate with the salary and job title.

The Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The successful applicant will be subject to an Enhanced DBS check.

Criteria	Essential	Desirable
<b>Education and qualifications</b>	A good degree QTS	A relevant NPQ or other leadership qualification A masters degree in education
<b>Experience</b>	Must have held a leadership role in a secondary school (academic or pastoral) and achieved strong outcomes  Teaching at KS3 and KS4	Teaching at KS5  Had impact of whole school leadership work
<b>Knowledge</b>	Extensive knowledge of school data and how to implement the data for the greatest impact	In depth understanding of how to lead a team using complex data to get strong outcomes
<b>Skills &amp; Abilities</b>	Strong leadership skills  Strong line management  Strategic thinking  Managing multiple demands  Manage complex parental situations	Enhanced safeguarding training (DSL training)
<b>Personal Qualities</b>	Resilience  A 'can do' positive approach  Ambitious for yourself and the school	Desire to be a Headteacher in the future

## Our School

### Creating the Best Opportunities for All

At Mulberry Academy Bexhill, we strive to create equal opportunities for all our students, ensuring that they have access to the best resources and support to thrive academically and personally. Our inclusive approach celebrates diversity, fostering an environment where students from all backgrounds can learn from one another and develop essential life skills such as empathy, tolerance, and respect. We provide a variety of academic pathways and personalized support systems, tailoring our educational approach to meet the unique needs

and aspirations of each student. By nurturing their individual strengths and talents, we equip our students with the skills and knowledge needed to succeed in an ever-changing world.

It's important for us to recognise that the little things matter. Smart uniform, manners, kindness, and punctuality are something we promote within our academy as we feel this embeds a deep sense of pride and self-respect within our students.

In conclusion, Mulberry Academy Bexhill is dedicated to providing an exceptional educational experience that combines academic excellence, personal growth, and a supportive community. We foster a culture of aspiration, challenge our students to reach their full potential, and create equal opportunities for all. Join us at Mulberry Academy Bexhill, where we believe in the power of education to transform lives and shape a brighter future.

### **Wellbeing**

We understand that well-being is paramount to academic success. Our school offers a comprehensive well-being program for staff and students that focuses on building resilience, promoting a healthy lifestyle, and equipping us all with the tools to manage stress and navigate challenges. Through a range of extra-curricular activities, student leadership opportunities, and community service initiatives, we actively encourage personal growth, self-discovery, and the development of essential life skills. Our dedicated well-being team provides guidance and support, ensuring that staff and students have access to the resources they need to flourish both inside and outside of the academy.