ALL SAINTS
ACADEMY PLYMOUTH

Part of the Ted Wragg TRUST

All Saints Academy

Burrington Community Hub Coordinator

If you share our commitment to social justice and believe all children deserve an excellent education, we would love to hear from you.

Scott Simpson-Horne
Headteacher

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Key Details

Salary
Grade C
£26,847 - £27,274

Hours
37 hours per week / 52 Weeks per year

Open to a discussion surrounding hours per week.

Job share considered

Flexible approach to working hours, including occasional evenings and weekends

Fixed Term - 12 months in the first instance, with the intention to extend, subject to funding

Location All Saints Academy

Interviews TBC

Required from ASAP

Closing date 11th November at 9am

Our mission is to deliver transformational education and provide experiences that enable the entire community to flourish.

How to apply

For further information please email: vacancies@asap.org.uk

An application pack can we found at https://www.tedwraggtrust.co.uk/vacancy or click on the apply now button

APPLY NOW

The Ted Wragg Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All offers of employment are subject to an Enhanced DBS check.

About All Saints Academy

ALL SAINTS
ACADEMY PLYMOUTH

Welcome to All Saints Academy, Plymouth

This is an exciting time to be part of All Saints Academy, Plymouth. Recently, we have secured the school's first ever Ofsted 'Good' judgement, attracted record numbers of primary applications, and continue to improve our results year on year. We have also been recognised as having one of the highest staff satisfaction levels across our Trust.

Our school is part of the Ted Wragg Trust, an ambitious and inclusive Trust of schools whose mission is to transform lives and strengthen our communities to make the world a better place. As an employee, you will get to enjoy all the benefits of working in a smaller school, whilst also benefitting from the experience and resourcing of a much larger network.

The academy values – Love, Legacy, Bravery – align fully with the Trust's commitment to ensure all pupils thrive regardless of social-economic background. We ask all our staff to be committed to the idea of social justice and help make All Saints a beacon for education across the South West and Beyond.

The Ted Wragg Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and operate in accordance with the Safeguarding and Child Protection Policy. All applicants will be subject to a full Disclosure and Barring Service check before an appointment is confirmed. This role requires the ability to fulfil all spoken aspects of the role with confidence and fluency in English.

The Trust is committed to ensuring that our employees are able to achieve their full potential in an environment offering dignity, respect and equality of opportunity.

Our values ensure that all of our students are developed during their time here at the academy, academically, socially, morally and spiritually.

All Saints Academy is part of the Ted Wragg Multi Academy Trust, a values driven, rapidly growing 2 – 18 Trust with a relentless focus on transforming lives through learning by delivering outstanding outcomes for every student, regardless of background. Our priority is to ensure that our pupils, regardless of social-economical background can learn, thrive and be successful. With a reputation for highly successful school improvement in very challenging circumstances, we are passionate about driving up standards and raising the aspirations of all our students.

I am very proud to be Headteacher of All Saints Academy, Plymouth which is a very special place to work. I am looking for an exceptional person for this post and as you read through this information pack, if you wish to find out more, please get in touch. Thank you for taking the time to consider this post and if it is right for you, I look forward to receiving your application.

If you share our commitment to social justice and believe all children deserve an excellent education, we would love to hear from you.

A Warm Welcome from our CEO

An **ambitious** and **inclusive** Trust of schools **strengthening** our **communities** through **excellent education.**

Moira Marder, OBE

On behalf of the Ted Wragg Trust, I would like to thank you for your interest in working for our Trust. This is an excellent opportunity to join our Trust and work in one of our 17 schools.

In our ambitious and inclusive Trust of schools we know that every individual is critical to help us to achieve our collective mission to transform lives, strengthen communities and make the world a better place.

Our values driven, growing 2-18 Trust, has the highest expectations for every child, every day, with social justice at our core. In this pack you will find out more about how we support, develop and grow our Headteachers.

This is a hugely exciting time for our Trust as we continue to grow, embed, improve and innovate to improve the life chances of all children in the South West.

We demonstrate our love through our values

How we will succeed

Burrington Community Hub Coordinator

Job Description

Key purpose of the role

We are looking for an honest, passionate and community-minded person to lead the next stage of Burrington Community Hub.

This is an exciting opportunity to help shape a thriving, community-led hub at the heart of Honicknowle. We are looking for someone who believes that every person, family and community has strengths, talents and potential, and who is committed to building on those strengths.

The successful candidate will love working with people, be a natural relationship-builder, and have a genuine passion for Honicknowle and the wider community. They will work alongside schools, families, local organisations and residents to ensure the Hub continues to grow as a welcoming place where people feel connected, supported and valued.

Our aim is simple: to bring together the strengths, opportunities and services in our community so that children and families can thrive from cradle to career.

Your responsibilities

- Co-ordinate the day-to-day operation of the Burrington Community Hub, ensuring activities and services are in line with agreed priorities and procedures. Eg. Co-ordinating volunteers, ensuring the room is set up, facilitating toddler groups and arts and crafts sessions, liaising with service providers.
- Build strong, positive relationships by liaising with families, residents, schools, and local partners.
- Promote hub activities and encourage participation in line with agreed engagement plans, this may include collating feedback, preparing and distributing promotional material via Facebook, mailing lists, newsletters and other community forums.
- Gather feedback from residents, participants and partner organisations and share information with the Trust Leader to support service improvement.
- Coordinate and support programmes, activities and events.
- Collect feedback and evaluate the impact of the Hub's work.
- Maintain accurate records and participant information.
- Promote the Hub and develop its presence online and within the local community by responding to face-to-face, telephone and email enquiries, posting on social media, displaying materials and networking with local partners.
- Support fundraising activities and provide information requested for funding reports or applications.

JE Job number: SUPA

- Champion the Hub's values of **Love**, **Bravery** and **Legacy** in everything you do.
- Undertake any other duties as may be reasonably required, commensurate with the grade of the post

Role Criteria

- Support colleagues to familiarise themselves with their role.
- Establish the best course of action using a range of recognised procedures
- Use readily available information or assistance to resolve issues where the outcome may not be straight forward.
- Undertake work carried out within clearly defined rules and make decisions from a range of established options
- Make decisions which have limited or short-term effect on immediate colleagues, students or members of the community.
- Responsible for the proper use and safekeeping of hand tools, small items of equipment and low-cost materials or for the accurate handling and security of small sums of money or financial resources.
- Work may be subject to interruption, but the program of tasks will not be subject to significant change.
- Good standard of practical knowledge/skills to be able to undertake more complex tasks
- Has practical skills in a specific area.

Burrington Community Hub Coordinator

Person Specification

Qualifications

• GCSE (Or equivalent) in English and Maths	Desirable
• A levels	Desirable
• Degree or equivalent	Desirable
• Will be competent following initial induction in role	Essential

Experience and Skills

• Experience of working with children, young people and families	Essential
• Strong organizational and communication skills, able to fulfil all aspects of the role with confidence and fluency in English	Essential
• Good IT skills, including Microsoft Office	Essential
• An understanding of safeguarding and professional boundaries	Essential
• The ability to build effective relationships and work collaboratively	Essential
• Experience working within the voluntary, community or social enterprise sector	Desirable
• Experience of community engagement or outreach work	Desirable
• Experience supporting individuals facing complex challenges, including poor mental health or the impact of trauma	Desirable
•	

Values

• **Ambitious**: works hard, has the highest standards and is positive for the future	Essential
• **Selfless:** self-aware and emotionally intelligent to be able to support self and others to thrive. Works selflessly to support the Trust's mission and strategic priorities	Essential
• **Collaborative:** build strong relationships and networks	Essential

#lifeattedwragg

We know that our people are our greatest asset and research tells us that happiness at work is directly linked to student happiness and consequently student outcomes.

We are working hard to make sure that all our employees love coming to work.

Our Trust is dedicated to fostering an environment where employees can reach their full potential, with dignity, respect, and equal opportunities for all.

We value the unique contributions of each individual, recognising that diversity strengthens our community and makes our Trust a positive place to work and grow.

We are committed to excellent employment practices that attract and retain talent from a variety of backgrounds and communities.

The aim of our people strategy is to be the greatest place to work in the South West.

We know that to realise our ambitious aim we must welcome, retain and develop our great people who work day in day out to transform the lives of the children in our Trust.

#lifeattedwragg is focussed on ensuring all our employees:

- Love coming to work and have a strong sense of belonging
- Experience high quality development through our dedicated development curriculums delivered by the Ted Wragg Institute
- Inspire others with their open and collaborative approach

To find out more about what it is like to work at the Ted Wragg Trust, explore our development curriculums and hear from our employees please visit our website at www.tedwraggtrust.co.uk/workwith us

The Ted Wragg Institute

We want to ensure that our people feel invested and fulfilled in their role by providing personalised, relevant and engaging professional development. Our brand-new Ted Wragg Institute (TWI) delivers our high-quality development offer for all, across our family of schools.

Our incredible offer includes Trust CDP, Leadership Development, Networks, Cohort-specific training and NPQs. Take a look at our offer this year here.

Early Career Teachers

If you are an Early Career Teacher you will benefit from our tailored Early Career Framework combining weekly instructional coaching, asynchronous independent learning, online 'clinics' and in-person conferences. With a dedicated mentor or coach and access to supportive networks the ECTs in our Trust are supported and developed to reach their full potential.

Our professional development delivery model

Our professional development delivery is underpinned by our Education key concept (see page 8). We believe that professional development should build knowledge, motivate, develop techniques and embed practice.

At the Ted Wragg Trust, we are research informed and believe that it is important that everyone involved in sharing ideas understands the underlying rationale and evidence base. We ensure that professional development is:

Sustained
Frequency is critical, not time span

Practice-Based
Create new habits

Domain-Specific
Create new habits

External Expertise
Challenge the familiar & refresh ideas

Professional Buy-In
Purpose & benefits eclipse volunteering

We believe this slightly adapted model from 'Teaching Walkthrus 2', Tom Sherrington and Oliver Caviglioli is applicable to all professional development and will underpin the delivery of all our professional development networks, seminars and webinars.

Our Ted Wragg Standard

Our Ted Wragg Standard provides a minimum set of high standards across all our schools to establish clear structures, implement effective processes and hold each other to account to enable excellence. It is based on our three key concepts: Leadership, Education and Every Child Succeeds.

Key Concept: Leadership

We believe that great leadership:

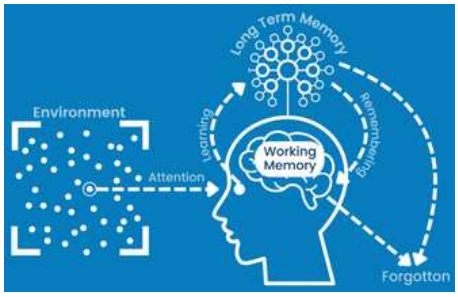
Fiercely educates

Thrives in a complex system

Is locally enabled

Key Concept: Education

We have a clearly defined and articulated learning model that is understood by all teaching staff. This model of the learning process uses the concepts of Working Memory and Long-Term Memory. It draws on ideas from Cognitive Load Theory and the work of Daniel Willingham.



Key Concept: Every Child Succeeds

We believe individual development is well explained using Maslow; that an individual grows in an ecosystem and can be interpreted using Bronfenbrenner's work, and that we are interdependent.

We believe that to enable our children to live a life of opportunity, we need to understand what true inclusion means. To us, our model is based on Maslow's hierarchy of needs and the Bronfenbrenner's ecology of inclusive education.

Microsystem

Child
- sleep well
- eat breakfast
- Follow school rules and routines
- attend school regularly

Family
- healthy sleep patterns
- nutritional diet including breakfast
- Online safety parental controls
- adequate housing
- clean clothing
- Support school policies
- Protect from dangers
- attend medical appointments
- Ensure attendance is good

School
- Behaviour, Health and Safety, Accessibility, Safeguarding, Supporting Pupils with Medical Conditions and Anti-Bullying Policy
- Online Safety lessons and workshops for parents/carers
- Early Help support
- First Aid trained staff
- Attendance Engagement Officer and Attendance Policy
- Nutritional lunches and free breakfast
- Foodbank support
- Wrap around care

Mesosystem
- We endeavour to provide a safe and welcoming environment for pupils and their families.
- We listen to our pupils and families and take seriously what they tell us.
- We work in partnership with other agencies such as CAMHs and Early Help

Macrosystem
- Keeping Children Safe in Education
- Teacher Standards
- Devon and Plymouth Children's Social Services
- 0-25 SEND Team
- Virtual School

Our Benefits

A critical part of our People Strategy is to ensure that we welcome and retain our great employees and ensure that they are supported both at home and at work.

When you join our Ted Wragg family we are here for you every step of the way. Here are some of the benefits we offer:

- Exceptional development and networking opportunities
- Cost of blue light cards can be claimed through expenses
- Free annual flu jab, eye test and allowance for glasses
- Exclusive discounts, cashback and vouchers
- Free, confidential employee helpline. Available 24-7 through Health Assured
- Access to Wisdom app to support your mental health
- PUREGYM Up to 10% off all Pure Gyms
- cyclescheme.co.uk up to the value of £2,000.
- Up to 2 days paid emergency time off for dependants
- Generous public sector pension schemes for all staff
- Timetabled instructional coaching for all teachers
- Family friendly policies and flexible working opportunities

Our Trust Journey

Professor Ted Wragg, in whose memory the Ted Wragg Trust is named, was passionate about how education can transform young people's futures.

18
Total number of schools
(Mar 2025)

15,449
Total number of students
(Mar 2025)

2,196
Number of employees
(Mar 2025)

October 2013
Isca Academy

September 2015
Cranbrook Education Campus

May 2016
St James School

April 2017
Exwick Heights Primary School

March 2018
West Exe School

March 2019
Whipton Barton Infant and Nursery School
Whipton Barton Junior School

February 2020
St Luke's Church of England School

April 2020
Marine Academy Primary
Marine Academy Plymouth

January 2021
All Saints Academy Plymouth

February 2021
Queen Elizabeth's School

January 2022
Lipson Co-Operative Academy

March 2023
Sidmouth College

July 2023
Honiton Community College

September 2023
Matford Brook Academy

March 2025
Exmouth Community College

July 2024
Tor Bridge High

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Thank you for your interest in working for us!