

Isca Academy

Cover Supervisor & Sports Coach

At Isca we place our students at the heart of everything that we do, and are relentless in the pursuit of excellence for every individual.

We INSPIRE our students, celebrate their SUCCESS, care about our COMMUNITY and have AMBITION for every single child.



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Key Details

Salary

Grade D – Actual Salary
£22,356.01–£24,619.82

Hours

Mon–Thu, 8.00am–4.00pm
Fri, 8.00am–3:30pm
Term Time Only

Closing date

Wednesday 9th July 2025

Location

Isca Academy,
Earl Richards Road
South, Exeter EX2 6AP

Interviews

Friday 11th July 2025

Required from

September 2025

Isca Academy is an aged 11–16 secondary school based in the heart of Exeter. We firmly believe in the value of a rounded education which promotes creativity, resilience, self-belief and confidence; and we pride ourselves on our exceptional extra-curricular, creative and outdoor education programmes.

How to apply

For an informal conversation about the position please contact Harriet Smith at recruitment@iscaexeter.co.uk

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



About Isca Academy



Vicki Joyce
Headteacher

Isca has an experienced and skilled staff who have a track record of going above and beyond to provide exceptional opportunities for our students. We recognise that delivering great qualifications is important however, in parallel, building students' character and self-esteem, nurturing their ambition and inspiring a new generation to achieve beyond their wildest imagination is the Isca difference.



- **Ambitious:** works hard, has the highest standards and is positive for the future
- **Selfless:** self-aware and emotionally intelligent to support self and others to thrive
- **Collaborative:** builds strong relationships and networks

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 great people**. 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



Job Description

Key purpose of the role

- To work under the guidance of the teaching/leadership team and within an agreed system of supervision.
- To supervise whole classes during the short-term absence of teachers and to respond to questions and generally assist students in undertaking set activities when fulfilling this supervisory role.
- To deliver Sports Coaching sessions and to provide support with extra-curricular sports activities and clubs.

Objectives

- Supervising whole classes during pre-planned learning activities, which have been set in accordance with the school policy i.e. relevant to the age group and point reached in the curriculum to assist with continuity.
- Responding to students needs and providing general guidance or advice about process and procedures.
- Helping students to access pre-planned learning activities.
- To provide a high-quality sporting curriculum for all students.
- Being aware of and complying with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, and reporting all concerns using school systems and procedures.
- Being aware of and supporting differences and ensuring all students have equal access to opportunities to learn and develop.
- Contributing to the overall ethos and aims of the school.

Main Areas of Responsibility

Support the assigned teacher of the class by:

- Supervising whole classes during pre-planned learning activities, which have been set in accordance with the school policy i.e. relevant to the age group and point reached in the curriculum to assist with continuity.
- Having high expectations and standards in your classroom environment, in line with school policies and practices.
- Liaising with teaching staff regarding cover for known absence.
- Collecting finished work as necessary and returning it to the appropriate teacher.
- Promoting positive values, attitudes and good student behaviour, dealing promptly with conflict and incidents in line with established policy and encouraging students to take responsibility for their own behaviour.
- Reporting, as appropriate, using the school's agreed referral procedures on the behaviour of students during the class, and any issues arising.
- Ensuring the security of classroom equipment and resources including ICT.
- Ensuring safe practice within laboratory workshops and practical lessons.

Main Areas of Responsibility

- Supporting students by:
- Responding to the needs of the students and providing general guidance or advice about process and procedures.
 - Establishing productive working relationships with students, acting as a role model and setting high expectations for behaviour and their work.
 - Promoting the inclusion and acceptance of all students within the classroom.
 - Working consistently whilst recognising and responding to individual student needs.
 - Encouraging students to interact and work cooperatively with others (when appropriate).
 - Promoting independence and employing strategies to recognise and reward achievement of self-reliance.
 - Explaining, reading, clarifying work and encouraging successful completion of tasks set by teaching staff.

Support the curriculum by:

- Helping students to access pre-planned learning activities and to complete them during a period of staff absence.
- Ensuring that any predetermined equipment and resources are available to students.

Support the school by:

- Being aware of and complying with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, and reporting all concerns using school systems and processes.
- Being aware of and supporting differences and ensuring all students have equal access to opportunities to learn and develop.
- Contributing to the overall ethos and aims of the school.
- To provide teaching support to identified lessons/students at times as agreed with the leadership team in the school.
- Assisting in attendance record keeping by taking class registers within the agreed time frame.
- Supervising students at break and lunchtime as required.
- Taking a full part in the Academy's appraisal system.
- Under the direction of the Examinations Officer to invigilate examinations observing examination board regulations.

Main Areas of Responsibility



Person Specification

Qualifications & Training

- Educated to at least Level 2 (A*-C / Grade 5-9 at GCSE).
- Good numeracy/ literacy skills.
- 2 A-Level qualifications or Level 3 equivalent.

Essential
Essential
Desirable

Knowledge, Skills & Experience

- Experience of working in a secondary school or setting with 11-16 age students.
- Ability to consistently and effectively implement the whole school behaviour management policy.
- Knowledge of the strategies that recognise and reward effort and achievements towards self-reliance as appropriate to the age and development of students.
- Ability to provide levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs, encouraging the pupils to stay on task.
- Ability to monitor the pupils' response to the learning activities and, where appropriate, modify or adapt the activities as agreed with the teacher to achieve the intended learning outcomes.

Essential
Essential
Essential
Essential
Essential



Knowledge, Skills & Experience

- Ability to work within and apply all school policies e.g. behaviour management, child protection, Health & Safety, Equal Opportunities etc. Essential
- Ability to offer constructive feedback to pupils to reinforce self-esteem Essential
- Up to date training in health and safety and an excellent track record in this field. Desirable
- Knowledge of Bromcom. Desirable
- Knowledge of SEND / strategies for working with ASD children. Desirable
- Knowledge of some areas of the National Curriculum. Desirable

Qualities / Behaviours

- Ability to work under pressure. Essential
- High level of integrity. Essential
- Positive role model. Essential
- Able to demonstrate commitment to a safe school culture. Essential
- Reflective. Essential
- Keen to develop through active participation in CPD and whole school projects and plans. Essential
- Must pass relevant safeguarding of children checks: DBS checks, self-declaration and interview. Essential
- Ability to work effectively and supportively as a member of the school team. 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

Love coming to work



Experience high quality development



Inspire others



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-BasedDomain-Specific

Create new habits Create new habits



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



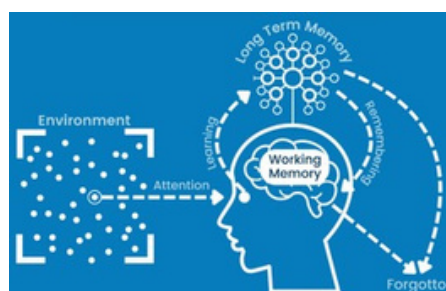
Thrives in a
complex system



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:

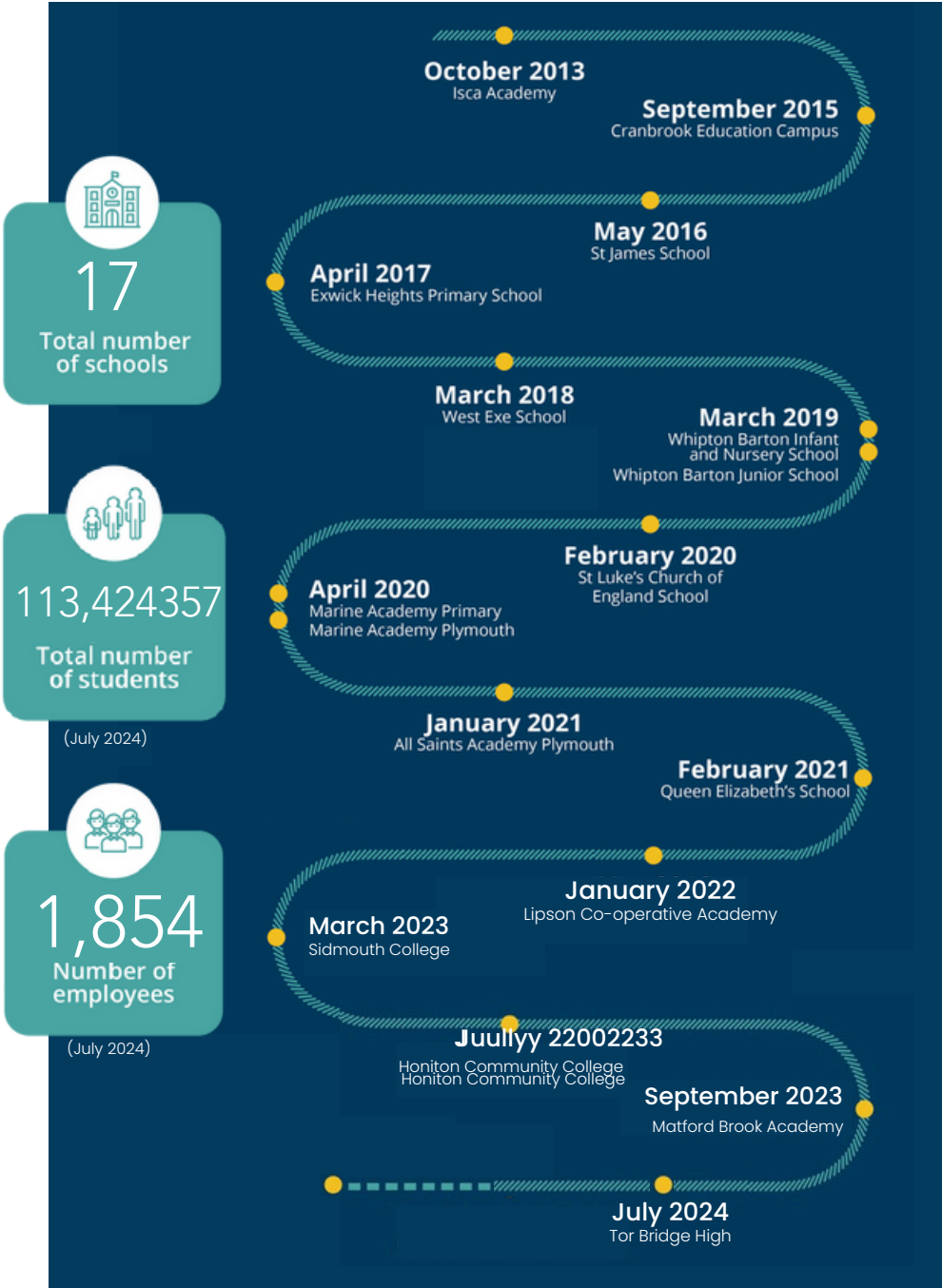
 Exceptional development and networking opportunities	 Cost of blue light cards can be claimed through expenses
 Free annual flu jab, eye test and allowance for glasses	 Exclusive discounts, cashback and vouchers
 Free, confidential employee helpline. Available 24-7 through Health Assured	 Access to Wisdom app to support your mental health
 Up to 10% off all Pure Gyms	 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.



Thank you for your interest in working with us!

