

All Saints Academy

Family Support Advisor

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 D

£27,709 – £30,515 (FTE)

Actual Salary: £23,729 – £26,132

Location

All Saints Academy

Hours

37 hours per week / 39 weeks per year

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

Interviews

TBC

Closing date

24th September 2026 at 9am

Required from

ASAP

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

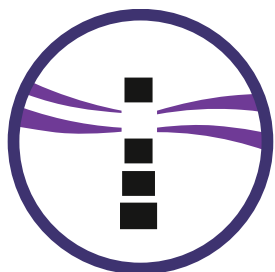
An application pack can be found at <https://www.tedwraggtrust.co.uk/vacancy> or click on the apply now button



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



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



Family Support Advisor (Grade D)

Job Description

Key purpose of the role

At All Saints Academy Plymouth, we believe every child deserves to feel safe, valued and supported to achieve their full potential. We are seeking a caring, approachable and proactive **Family Support Advisor** to join our dedicated Safeguarding Team.

This is an exciting opportunity to work directly with children, young people, and their families, providing practical support, building positive relationships and helping families access the right support at the right time.

Working within the Safeguarding Team, alongside the Attendance, Pastoral and Inclusion Teams, you will support students and families by helping to remove barriers to learning, wellbeing and engagement. You will play an important role in strengthening relationships between home, school and the wider community.

The successful candidate will also support the work of the Burrington Community Hub, helping families to access local opportunities, services and resources that promote positive outcomes for children and young people.

Your responsibilities

- Build positive and trusting relationships with students and their families.
- Provide practical support, encouragement and guidance to families.
- Support families to access appropriate services, agencies and community resources.
- Support Early Help activity and family support plans under the direction of the Safeguarding Team.
- Liaise with parents and carers to encourage positive relationships and engagement with school.
- Assist with home visits alongside members of the Safeguarding Team where appropriate.
- Work closely with the Attendance, Pastoral and Inclusion Teams to provide coordinated support for students and families.
- Support the work of the Burrington Community Hub by helping families access activities, services and opportunities within the local community.
- Develop and maintain knowledge of local support services, partner agencies, charities and community initiatives to enable effective signposting.
- Maintain accurate, timely and confidential records using CPOMS and other school systems.
- Liaise with colleagues and partner agencies, as directed by the Safeguarding Team, to ensure families receive timely and appropriate support.
- To undertake additional duties as required commensurate with the level of the job

Grading Criteria

- Has practical skills in a specific area
- Has experience of working with children, young people, or families.
- Holds a current Level 3 Safeguarding qualification (or equivalent) or is willing to complete Level 3 Safeguarding training on appointment.
- Understands safeguarding, confidentiality, and professional boundaries.
- Is caring, empathetic and able to build positive professional relationships.
- Has excellent communication and organisational skills.
- Has knowledge of local support services, agencies, and community initiatives, or is willing to develop this knowledge.
- Can work independently while also being a supportive member of a team.
- Is resilient, approachable, and committed to improving outcomes for children and families.
- Shares our academy values of **Love, Legacy and Bravery**
- Support colleagues to familiarise themselves with their role
- Establish the best course of action using a range of recognised procedures
- Identify the need, assess the situation and initiate action, providing comprehensive guidance, advice and support
- Undertake work where there is a wide range of choices, where advice is not normally available and/or decisions where policy, procedures and working standards provide only general guidelines
- Make decisions which have a material effect on internal operations of their own or other departments
- Work may be subject to interruptions, 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

We are an **ambitious** and **inclusive** Trust of schools
strengthening communities through excellent education.

We can offer you

- The opportunity to make a real difference to children, young people and families.
- The chance to be part of a supportive and experienced Safeguarding Team.
- A collaborative and inclusive working environment.
- Professional development opportunities through the Ted Wragg Trust.
- Access to employee wellbeing support.

If you are passionate about supporting children and families, believe in the power of positive relationships and want to be part of a team that puts children at the heart of everything it does, we would love to hear from you.

All Saints Academy Plymouth is committed to safeguarding and promoting the welfare of children and young people. All appointments are subject to enhanced DBS clearance, satisfactory references, online searches and safer recruitment procedures in line with Keeping Children Safe in Education.

Person Specification

	Essential / Desirable	Evidence
Qualifications and Professional Development:		
A grade 4/C in English & Maths GCSE	E	A, C
Evidence of further professional study	E	A, C, R
Experience:		
Experience of working closely with children and families	E	A, I, R
Experience of raising achievement/attendance/behaviour through intervention	E	A, I, R
Experience of working closely with parents & carers	E	A, I, R
L3 Safeguarding Trained	D	A, I, R
Proven record of working with vulnerable and disaffected students	D	A, I, R
Experience of whole school attendance processes	D	A, I, R
Knowledge:		
Experience of EHAT process	D	A, I, R
Experience of working with range of external support agencies	D	A, I, R
A thorough knowledge of safeguarding processes	E	A, I, R
Understanding of local and national attendance data & expectations	E	A, I, R
Experience of working with hard to reach families and disaffected students	D	A, I, R
Knowledge of local inclusion systems	D	A, I, R
An up-to-date understanding of current developments and initiatives in pastoral and SEMH care	D	A, I, R
An ability to work independently and maintain personal resilience when dealing with challenging situations	E	A, I, R
Other skills:		
Driving licence	D	A, I, R

Able to fulfil all aspects of the role with confidence and fluency in English	E	A, I, R
Evidence of effective team work and collaboration	E	A, I, R
Ability to inspire and motivate students	E	A, I, R
An ability to connect with parents, and students	E	A, I, R
An ability to analyse data and information, identify patterns and trends and to formulate strategies for improving outcomes	E	A, I, R
Excellent communication skills, both oral and written	E	A, I, R
The ability to gain the confidence and respect of students, staff and parents	E	A, I, R
Ability to prioritise, plan and organise own work.	E	A, I, R

Values

- **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

#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/workwithus

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-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



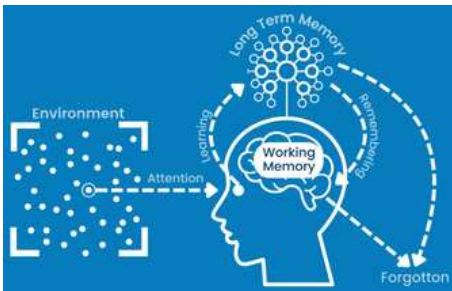
Thrives in a complex system



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.

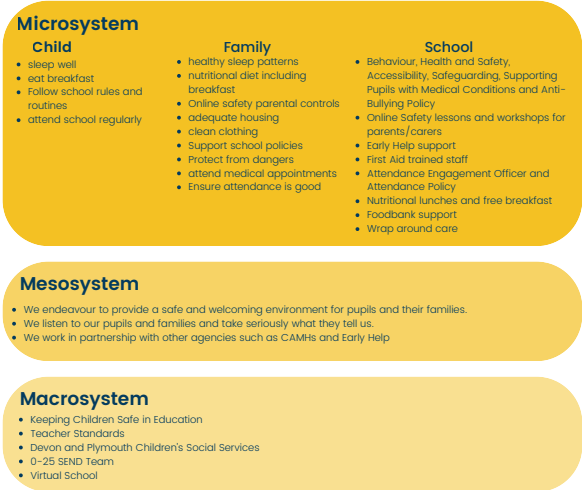


Key Concept: Every Child Succeeds



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.



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



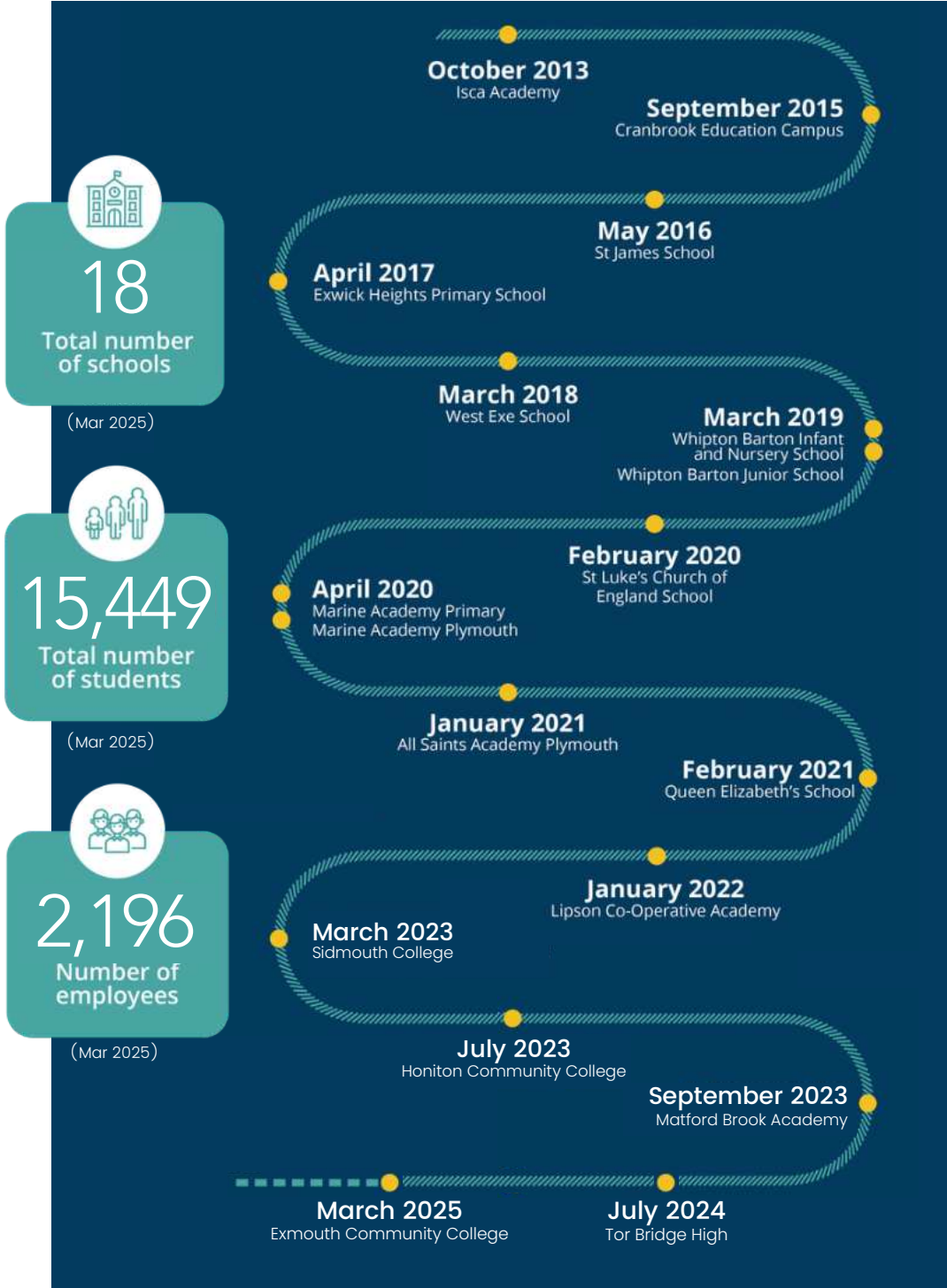
Family friendly policies and flexible working opportunities



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 for
us!

