



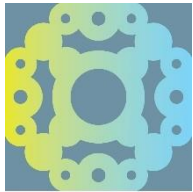
Head of House

Wren Academy Enfield

Closing Date: 9.00am, Friday 19 April 2024

Start Date: September 2024





**Wren
Enfield**

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**Wren
Enfield**

Wren Academy Enfield

3 Chace Village Road
Enfield EN2 8GH

Telephone: 020 3150 4604

Email: enfield@wrenacademy.org

Web: wrenacademyenfield.org

Executive Principal: Gavin Smith

Vice Principal: Ertunc Hussein

March 2024

Dear Colleague

Wren Academy Enfield – Head of House Positions

Thank you for your interest in this post at Wren Academy Enfield.

We seek to appoint a Head of House who will take an active lead in the pastoral care of our students. The successful candidate will each be expected to promote the welfare of 120 students from one of the 6 Wren houses. They will be responsible for ensuring that students in their house are happy and able to make outstanding progress. This will be achieved through the leadership of a team of 5 teachers responsible for a vertical tutor group consisting of Years 7-10 students. The position is an excellent opportunity for ambitious teachers to take on an important middle leadership role which is essential in the development of outstanding pastoral provision which benefits the wellbeing of all students. There will be an expectation to take a lead on building an effective partnership with home whilst ensuring that behaviour for learning in and out of the academy is always excellent.

The information given in the documentation here and more general information elsewhere on our website should give you a clear understanding of the Academy. However, if you wish to find out more, please contact Penny Culmer on 020 3150 4604. A visit in advance of an application is possible but not obligatory.

If you decide to apply, please follow this guidance carefully. Your completed application form, together with a supporting statement of not more than two sides of A4 (using 12 point font) must be submitted. Applications will be considered as they are received but must be submitted by 9.00am, Friday 19 April. You may send your application to the address above or by e-mail to recruitment@wrenacademiustrust.org.

Finally, thank you for taking on the demanding and time consuming task of preparing your application for this role. I look forward to receiving your application and taking the next steps in the appointment process.

Yours sincerely

Ertunc Hussein
Interim Principal

The Wren Academies Trust is committed to the highest standards of safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts which will be subject to enhanced checks.

The Trust embraces diversity and promotes equality of opportunity. We wish to further develop a diverse community and encourage applications from all sections of society.

Do justice, love kindness, walk humbly with your God: Micah 6v8



Head of House

TLR 2C £6548 plus Wren Allowance

Required for September 2024

We are looking for outstanding teachers who are committed to promoting the wellbeing of students in Years 7-10. This is an opportunity to take a leading role in developing the innovative pastoral systems in a new school.

The successful candidates will join our existing three Head of House in leading 5 tutors and 120 students from Years 7-10.

The focus will be on establishing outstanding provision at Wren Academy Enfield and supporting the Christian vision and ethos which underpins the education on offer to all students.

We wish to appoint a colleague to this post who has:

- A minimum of two years teaching and form tutoring experience
- Outstanding teaching and interpersonal skills
- The ability and enthusiasm to inspire and motivate all students
- Strong academic qualifications
- The ability to inspire and support a team of form tutors in providing excellent pastoral care
- Evidence of ambition and a commitment to continuing professional development
- The determination and skills to ensure that all the students they have responsibility for make exceptional progress

Closing date: 9.00am, Friday 19 April 2024 but applications will be considered as they are received.

For an application pack please see our website:

www.wrenacademyenfield.org/69/recruitment

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Wren Academy Enfield - Academy Information 2023/2024

The Wren Academies Trust is sponsored by the London Diocesan Board for Schools (Church of England) and Berkhamsted School. Having established an excellent first academy in the London Borough of Barnet, we are almost four years into opening a second school which has just transferred into fantastic new buildings located on the Chase Farm Hospital site in Enfield.

Since opening in September 2020 the school has been closely modelled on the successful Wren Academy Finchley whilst creating a distinctive vision and ethos which matches the needs and aspirations of Enfield students who join the school. It is planned that the school will repeat the success of Wren Academy Finchley which has achieved some of the best GCSE progress results in the country and has created a highly successful academic Sixth Form.

Wren Academy Enfield is a comprehensive school, which welcomes students whatever their previous academic attainment, then does all it can to maximise their academic and social potential. We are a vibrant and culturally diverse learning community where all members benefit from our distinctive and inclusive Christian vision inspired by the encounter of Zacchaeus with Jesus (Luke 19v1-10) and the exhortation found in Micah 6v8 to 'Do justice, love kindness and walk humbly with your God'.

The curriculum is innovative, challenging and engaging. There is an extended school day with lessons of varying lengths, single sex teaching in core subjects and an extensive timetable of enrichment activities. Music plays a key role in the enrichment programme with the provision of choirs, an orchestra, jazz band, drum groups and student led ensembles.

Each half term Focus Days are organised when the usual timetable gives way to in depth study of a range of issues relating to PSHE, the academy specialism and our ethos. To further support learning and social development, a House system is in place which is organised into vertical tutor groups of students in Years 7-10.

Single sex teaching takes place in English, Mathematics and Science and is in place to promote strong outcomes for both girls and boys. The approach has been highly successful at Wren Academy Finchley where there is a higher proportion of girls studying Mathematics and Physics A Levels and then related degrees than would normally be the case. Similarly, the number of boys in English A Level classes, and then studying the subject at university has also been strong.

Inspired by Sir Christopher Wren, our specialism is Design and the Built Environment. Key skills associated with the specialism, such as planning and creativity, impact across all subjects. We work closely with a range of public and private sector partners in delivering the specialism and in ensuring it enhances but never dominates our curriculum. Given the proximity to the Chase Farm Hospital we are exploring ways that the specialism can incorporate the field of medical science to the benefit of all students.

We develop students' learning skills and attitudes through our immersion in a strong learning philosophy. This is based on the 6 Rs which encourages students to be

- Resilient
- Relational
- Reflective
- Redemptive
- Resourceful
- Reverent

All learning is supported using digital tablets which are an expected item of equipment for every student. The use of the technology enhances learning within the classroom and at home whilst also being fully utilised to support student progress.

Do justice, love kindness, walk humbly with your God: Micah 6v8

Colleagues are encouraged to innovate and to develop new ways of learning and working together. Taking advantage of the curriculum and lesson planning from Wren Academy Enfield, teachers develop and enhance existing learning resources to create exciting curriculum opportunities for the benefit of students in both schools.

All teachers joining Wren receive a high-quality professional development experience. We hope that simply by working at the new academy, teachers will become better practitioners and that much of the best professional development will be found in working with Wren colleagues. However, we explicitly prioritise CPD with an innovative programme which provides 3 discrete hours for the development of teachers. Within this structure there is a focus on engaging with the latest educational research, with many colleagues undertaking research projects related to their practice. Therefore, we are looking to recruit teachers who are keen to become the very best teachers whilst focusing on ensuring excellent progress and the creation of firm foundations which will lead to GCSE and A Level success.

Our new buildings which we occupied in December 2022 are architecturally impressive and provide an exceptional teaching environment with breath-taking views across the greenbelt and into London. As well as a range of good-sized well-equipped classrooms the site benefits from the following features:

- A welcoming and pleasant restaurant area for both staff and students which is set at the heart of the school
- Dance studio, extensive gym, and assembly hall
- Impressive Sixth Form social and study areas
- Excellent performance spaces both in and outdoors
- Pleasant outdoor social and learning areas for both staff and students

The development of a second academy has led to collaboration and innovation opportunities which benefit all staff and have improved the provision of both schools. Many professional development opportunities have been created which ensure that all colleagues are well equipped and encouraged to be effective in their role. The Head of Music at Wren Finchley is keen to work collaboratively with the successful candidate to create excellent music provision across the Trust.

At Wren you will be given time to plan and evaluate your lessons and intervention strategies. You will be part of a learning dialogue with colleagues for which time is set aside. Most importantly of all, you will be working with young people who are talented and enthusiastic about their learning. We believe that observing other teachers and having them observe you is a professional entitlement and especially important given our focus on quality first teaching. It is an expectation that all Wren teachers will be confident and open in seeing lesson observation as a key element of how we learn as professionals.

We are looking to recruit excellent teachers who have the desire to develop further. We want to appoint colleagues who possess real curiosity about the ways in which children learn most effectively and who are always seeking to extend their practice into new areas and learning activities. It is important that Wren teachers are ambitious both for themselves and for their students.

Other benefits of teaching at Wren Academy Enfield:

- Children of colleagues working at Wren for over two years will be given priority for a place in Year 7 of the school they work at.
- Career development opportunities in a successful and growing Multi Academy Trust with plans to expand further.
- Excellent professional development opportunities including support for programmes of further study and planned career development.
- Free refreshments and a lunchtime allowance.
- Timetabled professional development time during the school day.

- Planning and evaluation time during the school day.

The Wren Academies Trust is a MAT with plans to develop beyond two schools. This will provide further exciting professional development opportunities for the successful candidate.

More details on the curriculum, structure and ethos of the Academy are available on our website, www.wrenacademyenfield.org

Ertunc Hussein
Interim Principal

WREN ACADEMIES TRUST

Head of House

Job Description

Heads of House are key leaders within the Academy and their role carries significant leadership and management responsibilities. It is essential that they give active support to the vision and ethos of Wren Academy. Their areas of responsibility include pastoral care, attendance and punctuality, monitoring and evaluation, behaviour for learning, the learning environment, Performance Management, addressing underachievement, quality of reports and contribution to whole school assemblies and Focus Days. Opportunities will also be given to be a member of the academy safeguarding team.

Heads of House will support the delivery of the Christian vision.

This job description is in addition to the national standards expected of all who have attained Qualified Teacher Status.

Job Purpose

The primary purpose of the Head of House is to ensure that the standard of pastoral care within their house is of the highest quality for all students so that they are happy and able to achieve to make outstanding progress.

Salary TLR: £6548 plus the Wren Academy Allowance

Key Tasks

To ensure that all members of staff within the house are motivated and supported to perform at their best by:

1. Communicating a clear house vision which encourages ownership, team spirit and commitment from the house members as they build a strong identity.
2. Developing effective tutorial systems and activities.
3. Line managing and professionally developing tutors in such a way that they perform at their best.
4. Meeting regularly with their line manager and keeping her/him informed of developments within the house.
5. Creating plentiful opportunities for the positive development of students learning and social skills based upon a detailed understanding of their backgrounds and circumstances.
6. Be a highly visible and effective presence both in the Academy and out in the local community.
7. Collaborating effectively with partner primary schools to ensure a smooth transition for new students.
8. To share responsibility for managing primary to secondary transition.
9. Responsibility for key aspects within the academy, including the planning and promotion of rewards trips, transition, praise notifications, Jack Petchey, Interhouse competitions, Year 7 residential trip and Restorative Practice.

10. Attending events and meetings beyond directed hours e.g. post exclusion meetings and CATs testing day.

To provide a secure and safe learning environment for all students so that they develop into self confident and self motivated learners by:

1. Being active in the promotion of student wellbeing throughout the Academy.
2. Contributing to collective worship, House assemblies and tutorials in a way which support the Academy vision.
3. Maintaining the highest standards of student behaviour in and out of the academy so that all students are able to learn effectively.
4. Providing a proactive presence around the school embodying the Academy's high expectations to students and staff.
5. Ensuring productive communication with parents so that they remain well informed about their children's progress and achievements as well as any incidents of poor behaviour.
6. Assist in the establishment and maintenance of productive and effective relationships with parents and carers.
7. To attend and support the Year 7 residential trip.
8. Playing a full role in the delivery of the Academy's enrichment curriculum, Focus Day provision, trips, and house activities.
9. Being an advocate and enthusiastic user of the Academy's information technology systems.
10. To uphold and actively support the Academy's policies and procedures on the safeguarding of young people.
11. Be willing to be a member of the academy safeguarding team.

To set challenging targets for all students and staff, and provide the support, guidance and accountability framework necessary to achieve these targets by:

1. Using student assessment systems to identify student underachievement so that effective action can be taken at the earliest possible stage.
2. Coordinating effective intervention strategies which support students so that they make the progress that is expected of them.
3. Identifying excellent practice and coordinating the sharing of it through a planned and systematic timetable.
4. Monitor and develop the support and guidance provided by tutors to all students in the house.

WREN ACADEMIES TRUST

Head of House

Person Specification

Professional Skills and Experience

1. Possess a good degree and QTS.
2. Be an excellent teacher with the ability to inspire students in their learning.
3. Have at least two years' experience of teaching and form tutoring
4. Be able to lead and role model on delivery of school vision, ethos and policies.
5. Show evidence of continued educational professional development.
6. Have relevant experience of working in comprehensive and multi cultural environments.
7. Demonstrate success in raising attainment and standards of teaching and learning.
8. Possess a good understanding of school leadership and management skills.
9. Have sound technical understanding of school management issues.
10. Have demonstrable experience of being part of successful school innovation.
11. Demonstrate experience of taking part in effective self-evaluation systems.

People, Relationships and Communications

1. Be committed to maintaining a distinctive and inclusive Christian vision in the Academy.
2. Be able to relate to young people in a positive and constructive way and inspire them to achieve more than they think possible.
3. Have qualities which earn the trust and respect of students, staff, parents, and governors.
4. Demonstrate the inspiration to motivate and lead staff as a whole and the ability to build on the strengths and expertise of a team of tutors.
5. Demonstrate integrity, optimism, credibility, resilience, calmness, and a sense of proportion.
6. Be able to encourage students to meet the highest standards of behaviour for learning
7. Possess excellent written and verbal communication skills.
8. Relate positively to parents and other stakeholders and engage them successfully in the life of the Academy.
9. Be able to build constructive working relationships with local schools and external agencies and the local authority.
10. Appreciate the balance between the academic and social development of young people, needed to create an outstanding school.
11. Embody our vision and values in every day work and practice, particularly those of justice, kindness and humility (Micah 6v8).

Selection Process Details

Application deadline

Completed application forms must be received by 9.00am, Friday 19 April 2024.

Completing your application

Candidates are asked to read the details in this pack carefully, especially the Job Description and Person Specification. It is advisable to ensure your application fulfils all the criteria set out in the Person Specification and that you present evidence of this.

Please complete all the standard information required on the application form. Failure to provide information requested may lead to your application being rejected.

Your completed supporting statement should be emailed to recruitment@wrenacademiestrust.org.

Selection process

The selection process will consist of a combination of tasks, activities, presentations, and an interview. Students will be fully involved in the selection procedures.

Further details will be provided to the candidates shortlisted for interview.

Safeguarding children

Prior to appointment, formal checks will be made in accordance with the current statutory requirements relating to child protection.

The selection process will also include rigorous processes to assess each applicant's commitment to and understanding of safeguarding within a secondary school context.

March 2024