



## HEAD OF MATHS

**GRADE: MPS/UPS (+SEN1 +TLR2b)**

**SALARY: £30,000 - £46,525 +£2,539 +£5,359**

**Contract: Permanent, full time**

**Start Date: As soon as possible**

## CANDIDATE INFORMATION PACK



## What's included within this pack?

Within this pack you will find both information and advice on applying for a role with Esteem Multi-Academy Trust including:

- Welcome from the CEO
- About Esteem Multi-Academy Trust
- Welcome from the Headteacher
- About Esteem Valley Academy
- Job advertisement
- Job description and person specification
- Safeguarding and checks
- Application process and timeline

## Welcome from Esteem Multi-Academy Trust



Dear applicant,

Thank you for your interest in Esteem Multi-Academy Trust (MAT). The Head of Maths role presents a fantastic opportunity for somebody who shares our values and beliefs to join our team at a very exciting time.

We are eager to appoint an experienced, talented and enthusiastic Head of Maths with excellent interpersonal skills to work at the Esteem Valley Academy.

If you think you've got what we're looking for, we look forward to receiving your application for consideration.

For further information, please contact Kevin Wildrianne, Interim Headteacher, on 0115 850 0826 or via email to [kwildrianne@esteemvalleyacademy.co.uk](mailto:kwildrianne@esteemvalleyacademy.co.uk) or visit our website at <https://www.esteemmat.co.uk/vacancies>. Please use the relevant application form on the MAT website; CVs alone will not be accepted.

I wish you well in your application.

Yours faithfully



Julian Scholefield  
Chief Executive Officer

## About Esteem Multi-Academy Trust

Esteem MAT was formed in 2018 and now consists of twelve academies from the East and West Midlands. Many of our pupils have special educational needs and/or disabilities or are disadvantaged. Therefore, inclusion is our watchword, and our vision is for Esteem to be a learning community of excellence for SEND and alternative provision in the Midlands. However, we want mainstream schools to join us too as they have many pupils with SEND or who are disadvantaged. We want all our pupils to achieve their full potential whatever type of school they attend.

Our vision is to be a Trust that:

- Leads and supports our academies to provide the highest standards of education and development for all our pupils
- Enables academies with a shared sense of purpose to benefit from alignment whilst maintaining individuality
- Provides a strong, collective voice for our academies at a local and national level
- Delivers support and SEND expertise to our academies and to other schools and local authorities

Our vision will be delivered via our three core strategic aims. Everything we do should be ultimately focused on doing these three things well:

- We will provide an ambitious, inspirational, bespoke education, setting the foundation for the future and ensuring our young people are ready for the world.
- We will deliver high standards and value for money from our support services, resources, estate and technology.
- We will invest in and support our people, exploiting opportunities for collaborative, continual professional development, sharing of expertise and best practice

Our people are our most valuable resource. We invest in them by providing high quality specialist training, opportunities to collaborate and develop their careers within Esteem.

We greatly value each school's unique identity, which reflect the diverse needs of the pupils. It is also important to us that our pupils feel they belong to their school community. This is why we believe that our schools need strong leaders and governors who understand their local context. Being part of a family of schools in a trust brings the added benefits of support and collaboration. We know that sharing ideas and working together are the best ways for our schools to continue to improve for the benefit of all our pupils.



## Welcome from the Headteacher

Welcome to Esteem Valley Academy (previously Amber Valley & Erewash Support Centre) and thank you for showing an interest in our academy.

The Esteem Valley Academy is an AP academy that provides education to students who are at risk of permanent exclusion or who have already been permanently excluded from mainstream education. Our provision caters for students in Key Stages 2, 3 and 4, at sites located in Ilkeston, Kirk Hallam and Sawley.

Whilst the majority of our students have been permanently excluded, we work closely with local school clusters and the local authority to provide education opportunities to young people who are at risk of exclusion. Such placements have been highly successful in preventing numerous permanent exclusions in Derbyshire.

We are committed to working in partnership with young people, their parents and carers, their schools and other agencies to re-engage them and enable them to become successful learners and responsible citizens. Where students are able to demonstrate positive behaviour and a desire to achieve, we aim to help them transition back to mainstream school. For those who require a more alternative approach, we provide a balanced and varied curriculum, delivered through high quality teaching and learning.

We are looking to recruit an engaging and inspiring Head of Maths to join our academy to develop Maths across KS2, KS3 and KS4.

Whilst for many, an AP Academy may seem to be the end of one's academic career, we see it as merely a change in direction and this could be exactly that for you and your career. If you are an inspiring, energetic, flexible and engaging teacher with a passion for working with disaffected pupils and can contribute to a staffing team with fresh new ideas then we may be the academy for you! Further information about our Support Centre can be found on the website at [www.avesc.derbyshire.sch.uk](http://www.avesc.derbyshire.sch.uk)

We look forward to welcoming you.

Yours sincerely,

Kevin Wildrienne  
Interim Headteacher

## The advertisement

**Job Title:** Head of Maths

**Location:** Base Site - Sawley site, Mikado Road, Sawley, NG10 3GN working across all sites, key stages and pathways, leading the development of Maths at the school.

**Grade/Scale:** MPS/UPS +SEN1 +TLR2b £30,000 - £46,525 +£2,539 +£5,359

**Start date:** 15 April 2024 (or as soon as availability allows)

**Contract:** Full time Teacher, 32.5 hours per week

Esteem Valley Academy is seeking a flexible, committed, enthusiastic and highly skilled Maths teacher to lead the planning, delivery and development of Maths across KS2, KS3 & KS4. EVA is an alternative provision academy which provides education to students who are at risk of permanent exclusion or who have already been permanently excluded from mainstream education. Our provision caters for students in Key Stages 2, 3 and 4, at sites located in Ilkeston, Kirk Hallam and Sawley.

We are seeking to appoint a talented and enthusiastic KS3/4 Maths teacher with excellent interpersonal skills. The role will involve delivering Maths qualifications to pupils who have gaps in their learning, lack confidence and self-belief and can sometime be resistant to engage. The role will require some working across our three sites, supporting the delivery of Maths across all sites and key stages, although the primary base will be Sawley. The successful candidate will inspire, motivate, challenge and support students to reach their full potential, have a good understanding of their academic, social and emotional needs, be a team player and have a positive approach to challenge and change.

Applicants should also have good knowledge and experience of working with disaffected pupils in a mainstream school, alternative provision or SEND type setting. An affinity for pupils with behaviour, emotional and social difficulties is an essential quality for this challenging but rewarding opportunity.

Mileage claims are included in this role. There may also be travel to our other academy sites for meetings, Inset and CPD. You are required to have daily access to transport with business use included on your insurance. You may be required to transport pupils in your own car and contribute to the blended learning offer by delivering sessions in pupil's homes if required.

Benefits include: LGPS Pension Scheme, Westfield Health membership and academy laptop.

For further information, please contact Kevin Wildrienne, via email at [kwildrienne@esteemvalleyacademy.co.uk](mailto:kwildrienne@esteemvalleyacademy.co.uk) or visit our website <https://www.esteemmat.co.uk/vacancies>. Please use the relevant application form on the MAT website; CVs alone will not be accepted.

**Closing date for applications: Wednesday 06 March 2024 (23:59)**

**Interview date: TBC**

**We reserve the right to interview suitable candidates upon application and may close the application process prior to this date**

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

## Job description and person specification

### Job Description: Head of Maths

#### Esteem Multi-Academy Trust

**Salary:** MPS/UPS +SEN1 +TLR2b £30,000 - £46,525 +£2,539 +£5,359

**Hours:** 32.5 hours

**Contract type:** Permanent, full time

**Reporting to:** Headteacher and Assistant Headteacher – Quality of Education

**Responsible for:** Planning, teaching delivery and development of the maths curriculum across the whole school

#### Main purpose:

The teacher, under the direction of SLT, will take a major role in:

- Delivery of an appropriate and relevant maths curriculum to meet the needs of Derbyshire pupils that are either permanently excluded or at risk of permanent exclusion
- Preparation of long-term plans and medium-term plans for maths to ensure a sequenced delivery
- Ownership of maths and to have excellent subject knowledge
- To re-engage pupils with education by delivering engaging and inspiring lessons of relevant content
- To link maths to the real world and our pupil's possible careers
- To increase pupil readiness for re-integration to mainstream education where possible or for next destination
- Baseline testing and target setting
- Management of pupil behaviour
- Safeguarding of pupils
- Production of Pupil Information Packs (PIPs) to identify pupil need, barriers to learning, target setting and associated risk assessment

#### Qualities:

The teacher will:

- Uphold public trust in academy leadership and maintain high standards of ethics, behaviour and professional conduct
- Be credible and an excellent role model
- Be enthusing, driven and be able to create new opportunities for our pupils
- Build positive and respectful relationships across the academy community and with other stakeholders
- Understand that our academy consists of three sites and the need for consistency across all sites
- Understand that we are working at a rapid pace to drive standards and implement a new curriculum offer
- Serve in the best interests of the academy's pupils.

#### Duties and responsibilities:

##### Academy culture and behaviour

Under the direction of SLT, the teacher will:

- Create a culture where pupils experience a positive and enriching academy life

- Uphold educational standards in order to prepare pupils from all backgrounds for their next phase of education and life
- Ensure a culture of staff professionalism and resilience
- Encourage high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils and clearly demonstrated by all adults in the academy

### **Teaching, curriculum and assessment**

Under the direction of SLT, the teacher will:

- Deliver high-quality teaching
- Ensure teaching is underpinned by effective pedagogy and adaptive teaching
- Effectively use formative assessment to inform strategy and decisions
- Effectively use data systems to evidence progress from a pupil's baseline towards targets
- Ensure that pupil progress is recorded and monitored
- Contribute to the academy's curriculum offer so that it is appropriate for pupil need's
- Be able to adapt planning to meet the needs of a variety of levels
- Produce and update Pupil Information Packs for identified pupils in your form
- Contribute to the blended learning offer
- Deliver engaging and inspiring lessons
- Contribute to the curriculum offer with inspiring subjects that interest our pupils
- Embed SMSC, BV, Cultural Capital and cross curricular links within the maths curriculum
- Contribute to post 16 planning and careers education for our pupils
- Teach a second subject where required.

### **Additional and special educational needs (SEN) and disabilities**

Under the direction of SLT, the teacher will:

- Promote a culture and practice that enables all pupils to access the curriculum
- Have ambitious expectations for all pupils with SEN and disabilities
- Contribute to evidence for EHCP targets and Annual Reviews
- Link ILP targets to EHCP targets where relevant for EHCP pupils
- Make sure the academy works effectively with parents, carers and professionals to identify additional needs and provide support and adaptation where appropriate
- Make sure the academy fulfils statutory duties regarding the SEND Code of Practice.

### **Professional development**

Under the direction of SLT, the teacher will:

- Ensure that they take up appropriate CPD to develop expertise
- Keep up to date with developments in education
- Seek training and continuing professional development to meet needs.

### **Other areas of responsibility**

- To contribute to site developments and additions to timetables to ensure a quality offer such as tutor time, assemblies, home learning, arrangements and monitoring of online learning.
- Contribute to the production of pupil information packs (PIPs)
- Contribute to pastoral development
- Provide supervision for pupils at break and lunchtime as required
- Contribute towards the provision of a safe and supportive environment
- Be allocated to a tutor group and contribute to the delivery of the tutor time programme or be keyworker for identified pupils
- Be a point of contact for pupils in your tutor group and communicate weekly with parents

- Monitor the attendance of the pupils in your form group
- Ensure that the rewards policy is followed and pupils are praised
- Communicate with parents/carers and other agencies for wrap around care by calling home weekly and recording this.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role.

#### **OTHER GENERIC RESPONSIBILITIES:**

- Represent and promote the ethos and values of Esteem Multi-Academy Trust
- To take, and be accountable for, all decisions made within the parameters of the job description
- Diffuse and divert obstructive behaviour and assist all staff in maintaining agreed acceptable standards of pupil behaviour
- Ensure safekeeping of all teaching resources and equipment
- Promote and reinforce pupils' self-esteem, independence and participation within the school and wider community
- Work as a flexible, collaborative team member with and under the guidance of a variety of teaching staff
- Be sensitive to the issues surrounding pupils who may exhibit challenging behaviour, are disaffected, have learning difficulties and complex needs
- Participate with performance management and CPD training and activities that contribute to personal and professional development for self and others within the academy
- Actively promote and act at all times in accordance with the policies of the MAT e.g. Safeguarding, Health and Safety, Equal Opportunities
- 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 the Headteacher to undertake work of a similar level that is not specified in this job description
- The post holder will be working in a developing environment and will therefore be expected to undertake other appropriate duties as required for the effective operation of the Trust

The MAT 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 postholder will comply with Health and Safety requirements and specifically will take reasonable care of him/herself and other persons who may be affected by his/her acts or omissions at work (Health and Safety at Work Act 1974), and other relevant employment legislation and school policies. The Headteacher and governing body reserve the right to amend the job description at any time after consultation with the post-holder.

This job description is current at the date shown, but, in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

## Person Specification: Head of Maths

### Esteem Valley Academy, Esteem Multi-Academy Trust

CRITERIA	QUALITIES
<b>Qualifications and training</b>	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Degree</li> <li>• Secondary age Maths specialism</li> </ul>
<b>Experience</b>	<p><b>ESSENTIAL</b></p> <ul style="list-style-type: none"> <li>• Previous teaching experience in a school</li> <li>• Experience of working with challenging and vulnerable young people</li> <li>• Effective behaviour management</li> <li>• Teaching, planning and delivery of the Maths curriculum at KS3 and 4</li> <li>• Previous teaching to GCSE level and/or Functional Skill</li> </ul> <p><b>DESIRABLE</b></p> <ul style="list-style-type: none"> <li>• Experience of working in a non- mainstream education establishment</li> <li>• Experience of working in a multi sited school</li> <li>• Experience of teaching peripatetically</li> <li>• Experience of implementing appropriate curriculum offers to meet the needs of a range of vulnerable pupils</li> <li>• Of sharing workload and resources with other Maths colleagues and the production of joint planning</li> <li>• Teaching at a range of key stages</li> <li>• Experience of teaching a range of subjects</li> <li>• Experience in curriculum or subject development</li> <li>• Of linking maths to real life and making content relevant for our pupils to their future careers of interest</li> <li>• Of contributing to a blended learning offer to meet pupil need</li> <li>• Of liaising with families and maintaining effective communication</li> <li>• Of teaching in other non- school site environments such as pupil's home/libraries</li> <li>• Previous teaching of alternative offers/vocational/non- GCSE/Functional skills</li> </ul>
<b>Skills and knowledge</b>	<p><b>ESSENTIAL</b></p> <ul style="list-style-type: none"> <li>• Understanding of high- quality teaching and learning</li> <li>• Ability to produce a high- quality curriculum offer and schemes of work</li> <li>• Understanding of effective approaches to learning</li> <li>• Ability to develop positive pupil behaviour strategies</li> <li>• Data analysis skills, and the ability to use data to set targets and measure progress</li> <li>• Effective communication and interpersonal skills</li> <li>• Ability to engage and inspire pupils with high quality planning and relevant content</li> <li>• Ability to build rapport with challenging pupils with varying needs</li> <li>• Ability to build effective working relationships</li> <li>• Knowledge of current safeguarding practises</li> <li>• Ability to link Maths concepts to real life and explain to learners the relevance of the subject</li> </ul>

	<p><b>DESIRABLE</b></p> <ul style="list-style-type: none"> <li>• Ability to teach multiple key stages</li> <li>• Delivery of a blended learning offer</li> <li>• Other skills/interests that could contribute to the curriculum in a vocational or non-GCSE alternative offer</li> <li>• Ability to safeguard vulnerable pupils and liaise with other professional agencies and social workers</li> </ul>
<p><b>Personal qualities</b></p>	<p><b>ESSENTIAL</b></p> <ul style="list-style-type: none"> <li>• A commitment to achieving the best outcomes for all pupils and promoting the ethos and values of the academy</li> <li>• Hardworking and flexible</li> <li>• A good sense of humour</li> <li>• Resilience</li> <li>• To have a good level of self- reflection and be able to respond to positive criticism to develop professionally</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Ability to maintain resilience and positivity</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position.</li> <li>• Extremely professional</li> <li>• Positive growth mindset</li> <li>• Commitment to team work</li> </ul>

## Safeguarding and checks

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

Esteem Multi-Academy Trust's Safeguarding Policy applies to all adults, including volunteers and agency staff, working in or on behalf of the MAT.

Each student's welfare is of paramount importance. We recognise that some children may be especially vulnerable to abuse e.g. those with special educational needs and disabilities, those living in adverse circumstances. We recognise that children who are abused or neglected may find it difficult to develop a sense of self-worth and to view the world positively. We recognise that some children who have experienced abuse may harm others. We will always take a considered and sensitive approach in order that we can support all students within our academies.

The MAT pays full regard to the DfE 'Keeping Children Safe in Education September 2023' guidance. We ensure that all appropriate measures are applied in relation to everyone who works for the MAT who is likely to be perceived by the students as a safe and trustworthy adult including volunteers and agency staff. As part of our safer recruiting practises, we scrutinise applicants; verify their identity, academic or vocational qualifications, obtain professional and personal references, check full employment history and ensure the applicant's health and physical capacity is suitable to undertake the role. Interviews and DBS checks are also undertaken. Online checks may be carried out as part of the shortlisting process. The Trust has considered its duties under the Equality Act 2010 as well as good practice in recruitment and can confirm that the sole purpose of any such online checks will be for the purposes of compliance with Keeping Children Safe in Education. In the event that any issue identified as a result of the online check were to mean that an offer was not potentially made to an applicant, they would be given the opportunity to address any concerns arising out of this.

This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as "spent" must be declared.

If you are currently working with children, either paid or voluntary, your current employer will be asked about disciplinary offences, including those related to children or young people (whether disciplinary sanction is current or time-expired), and whether you have been the subject of any child protection allegations or concerns and, if so, the outcome of any investigation or disciplinary proceedings.

If you are not currently working with children, but have done in the past, that previous employer will be asked about these issues.

Where neither your current or previous employment has involved working with children or young people, your current employer will be asked about your suitability to work with children and young people, although it may be answered "not applicable", where appropriate, if your work has not brought you in to contact with children or young people.

## Application process and timeline

Application forms are available on our website at <https://www.esteemmat.co.uk/vacancies>.

After the closing date, shortlisting will be conducted by a panel who will match your skills and experience against the criteria in the Person Specification. You will be selected for interview purely on your application form, so please ensure that you read the Job Description and Person Specification carefully before you complete your application form.

All candidates invited to the interview and assessment day must bring the following documents; original documents only, copies will not be accepted:

- Documentary evidence for your right to work in the UK
- Documentary evidence of identity which meets the DBS requirements i.e. current photocard driving licence including a photograph and/or a passport and/or a full birth certificate
- Documentary proof of current name and address i.e. utility bill, financial statement etc.
- Where appropriate, documentation evidencing a name change
- Educational or professional qualifications that are necessary or relevant for the post

Further information relating to DBS check documentation requirements can be found on the Government website at <https://www.gov.uk/guidance/documents-the-applicant-must-provide>.

If you are not the successful candidate, all your personal information will be destroyed, in a secure way, in line with General Data Protection Regulations (GDPR May 2018) guidelines.

References will be sought for shortlisted candidates for any central office-based positions and we may approach previous employers for information to verify experience or qualifications prior to interview. Any relevant issues arising from references will be discussed at interview.

Your completed application form and supporting letter should address and evidence the essential and desired criteria in the Person Specification.

**Closing date for applications: Wednesday 06 March 2024 (23:59)**

**Interview date: TBC**

**We reserve the right to interview suitable candidates upon application and may close the application process prior to this date**

For further information, please contact Kevin Wildrienne, via email at [kwildrienne@esteemvalleyacademy.co.uk](mailto:kwildrienne@esteemvalleyacademy.co.uk) or visit our website <https://www.esteemmat.co.uk/vacancies>. Please use the relevant application form on the MAT website; CVs alone will not be accepted.