



The Belvedere
Academy

G D S T
GIRLS' DAY SCHOOL TRUST

Application Pack

Welcome from our Principal

Welcome to The Belvedere Academy. It is my privilege to lead Belvedere working with a body of pupils and staff who are committed, creative and energetic.

There has been a school here for over 140 years and throughout that time Belvedere has provided high quality and innovative learning for all its pupils within an environment in which we are all enabled to build knowledge, develop skills and make life-long memories.

The Belvedere School became Belvedere Academy in 2007 and since then has grown from having around 400 pupils to welcoming over 1000 young people from across Liverpool.

Joining the staff at Belvedere Academy is about so much more than just doing your job. You will be joining a vibrant and proactive group of people of all ages who bring a range of fabulous life experiences to their work. You will be given the chance to develop professionally and personally and will be encouraged to challenge yourself and get involved in all aspects of the academy life. Enrichment is a key element of our offer at Belvedere as is an outstanding approach to personal development. Staff, pupils and families operate within a triangulated relationship which is hugely rewarding creating a learning environment which is responsive to the changes and challenges of contemporary life.

As Principal, I want colleagues who are positive, collaborative and solution-focused; who are creative thinkers and who are committed to enabling young people to learn and to grow and to leave the academy with qualifications, life experiences and the self-awareness required to be successful adults.



Julie Taylor, Principal of Belvedere



Welcome from our Chair of Governors

On behalf of the Local Governing Body, thank you for your interest in applying for a role at The Belvedere Academy. My name is Jill Galvin and it is my great privilege to be the Chair of Governors here at Belvedere, having been a Parent Governor here since 2021 and appointed as Chair in 2023.

This document outlines the many benefits of working at The Belvedere Academy. The Belvedere Academy is an outstanding school in every sense and truly offers a broad and diverse education and student experience to students from across the Liverpool City Region. The extra-curricular and enrichment offer at Belvedere is unrivalled in the city and the excellent educational outcomes are a testament to the fantastic students but also the dedication and professionalism of the staff here at Belvedere. If you were to join the staff community here, you would join a group of passionate, committed and talented professionals who ensure that every student thrives and becomes the best young person they can be.

One of the benefits from my perspective as Chair of Governors is the excellent leadership from the Senior Leadership Team and the Principal, Mrs Taylor. Having worked very closely with Mrs Taylor over the last three years, I have witnessed first hand how her excellent leadership and management has ensured the school has continued to offer a fantastic education to all students through some very challenging times. Mrs Taylor is also passionate about staff wellbeing, ensuring that staff feel valued and are happy and comfortable in their roles in order to be able to deliver the excellent Belvedere education to all students. Mrs Taylor has also created and harnessed an inclusive and welcoming environment which celebrates diversity across the school community.

I am very proud to be associated with The Belvedere Academy and to be Chair of Governors, it is an exceptional school. Thank you again for your interest in the role and wish you the best of luck with the application.

Jill Galvin, Chair of LGB



The GDST

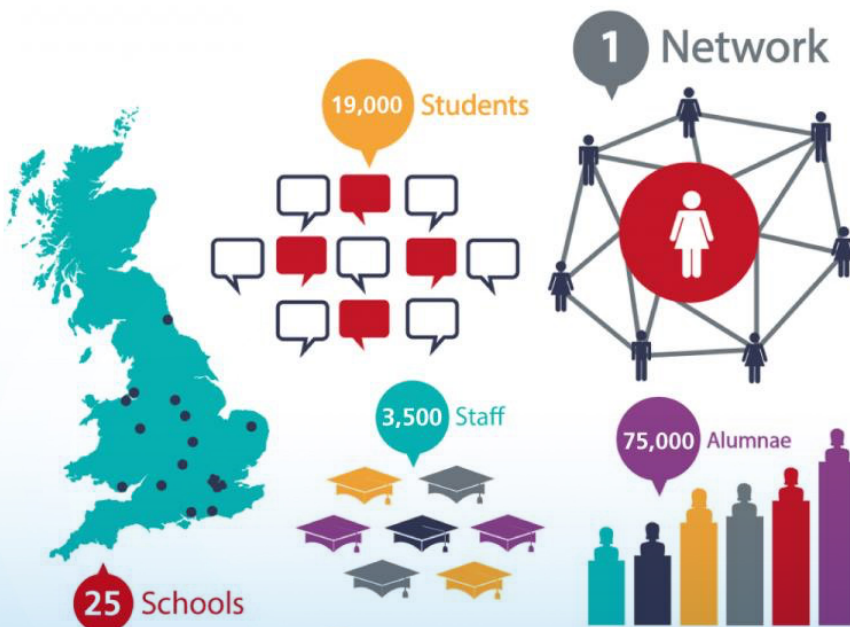
Where girls learn without limits

The Girls' Day School Trust is the UK's leading family of 25 independent girls' schools including two academies. In all of our schools, academic excellence is a given – at the GDST we develop character beyond the curriculum.

We focus not only on what is learned but how it is learned. Ensuring our girls are confident and fearless, determined to show what they can do. Nothing holds our girls back – they're encouraged to embrace every role and subject. As a result, they trust their own abilities and are alive to every opportunity.

We concentrate on creating an environment where all can thrive and learn from one another. Physical and emotional wellbeing is paramount, which is why every GDST school provides an incredible array of extra-curricular activities and wellbeing programmes.

We are a part of this trust and our students benefit from fantastic opportunities such as the annual Northern Trust Sporting Rally, leadership conferences, competitions and much more. Furthermore, our staff collaborate with GDST teachers all around the country embarking on some excellent cross curricular and research projects. The GDST offers an extensive range of training and CPD.



Our Ethos

Our visions and values

Be Brave. Be Bold. Be Belvedere.

We know that education gives us confidence and we celebrate everyone's different successes.

We have high expectations which we achieve by thinking creatively, setting clear goals and developing self-belief.

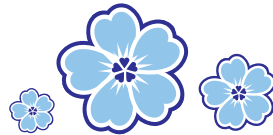
We celebrate diversity and uniqueness, give everybody a voice and accept everyone for who they are.

We embrace the importance of caring for and respecting each other, our families and the environment.

We recognise the importance of doing our best.

Our Ethos

Our visions and values



Being Belvedere

#1 **KIND & COMPASSIONATE** to ourselves, to others, to our community and to our environment;

#2 **APPRECIATIVE** of each other's uniqueness - we should understand our differences, celebrate how we are different and be consciously inclusive in our outlook;

#3 **SUPPORTIVE** of one another in everything we do;

#4 **PERSISTENT** and not put off by challenge. Instead we embrace what comes and accept that getting things wrong is a vital part of learning both academically and as people;

#5 **CREATIVE & INQUISITIVE** and be ready to get involved and have a go;

#6 **COMMITTED TO LEARNING** and to getting an all round education of the highest standard so that we can get the best qualifications we can because we know this will shape our futures;
















#7 **CELEBRATED** for all the things we do - this includes academic success but is so much broader than this;

#8 **RESOURCEFUL** in all ways - this isn't about being academically successful, but is about being sharp in the way we live our lives - in how we manage challenge, how we negotiate the modern world and how we manage relationships;

#9 **EMPOWERED** and ready to make a difference.

Rewards and benefits of working at Belvedere

Our staff are our greatest asset and staff wellbeing is one of our key priorities. In addition to competitive rates of pay and benefits, we also offer:

-  **Generous holiday (14 days extra per year for teaching staff)**
-  **Email curfew 5pm-7am (unless there are safeguarding/wellbeing concerns)**
-  **Employee Assistance Programme (AXA)**
-  **Weekly CPD sessions**
-  **Principal has an open door policy**
-  **Staff Enrichment**
-  **Flexible approach to family appointments and child events**
-  **More PPA than the local average**
-  **Half-termly wellbeing events organised by Wellbeing Committee including seasonal treats, bacon sandwiches, fortnightly toast, annual Christmas lunch and other staff events**
-  **Parcel collection point**
-  **Half-termly staff voice group**
-  **On-site parking**
-  **Mental Health Coordinator**
-  **HUB groups and HUB breakfasts**
-  **High priority in our Y7 admissions process (see Admissions Policy on our website)**

Job Description

Higher Level Teaching Assistant - Mathematics

Status of the post

Term time post (176 school days), 36 hours per week plus 5 additional days. One year contract in the first instance.

Actual salary £23,315 - £26,139 dependent on experience, depending on experience, with the option to join the Local Government Pension Scheme.

Main responsibilities of the post

The Post holder will be responsible to the Curriculum Leader for Mathematics, Computing, Business and Economics.

To complement and support the Maths Department in the teaching of individuals and small groups of pupils, including those with SEND, to progress their Maths learning and confidence under the direction of the Curriculum Leader, working closely with the SENDCO.

Main tasks and responsibilities

- To assess the needs of pupils using detailed knowledge and specialist skills to support learning and establish productive working relationships with pupils, acting as a role model and setting high expectations.
- To provide specialist support for pupils with SEND in order to raise Maths attainment across all year groups by utilising advanced levels of knowledge and skills when assisting with planning, monitoring, assessing and managing individuals and small groups.

- To work with individuals struggling to attend Maths lessons, to identify and fill gaps, and raise confidence, with the goal of facilitating their reintegration into lessons.
- Develop and prepare resources for learning activities in accordance with lesson plans and in response to pupil need. Provide detailed verbal and written feedback on lesson content, pupil responses to learning activities and pupil behaviour, to teachers and pupils.
- Motivate and progress pupils' learning by using clearly structured, interesting teaching and learning activities.
- Promote and support the inclusion of all pupils, including those with SEND, both in learning activities and within the classroom.
- Use behaviour management strategies, in line with the Academy's policy and procedures, to contribute to a purposeful learning environment and encourage pupils to interact and work cooperatively with others.
- Promote and reinforce pupil's self-esteem and independence and employ strategies to recognise and reward achievement of self-reliance.
- With teachers, evaluate pupils' progress through a range of assessment activities.
- Assess pupils' responses to learning tasks and, where appropriate, modify methods to meet individual and/or group needs.
- Monitor pupils' participation and progress and provide constructive feedback to pupils in relation to their progress and achievement.
- Assist in maintaining and analysing records of pupils' progress.
- To contribute to the Academy's enrichment programme, particularly with regard to after school Maths clubs.

Additional tasks

- Communicate politely and effectively with colleagues, other professionals, parents/ carers and pupils via written form, face to face, email, virtual meetings or over the telephone.

- Help with the day-to-day running of the department, including copying and preparing resources.
- Help with the invigilation of examinations and assessments and in particular to support the wider examination needs of pupils with SEND in external examinations.
- To liaise with SENDCO, LSAs, HoY, Learning Mentor, Student Services Office and any other key members of staff.
- To attend and contribute to all necessary meetings.
- To contribute to the overall ethos and aims of the Academy and the Maths Department.
- To participate in training and other learning activities and performance development as required.
- To adhere to the Academy's policies and procedures.
- Any individual tasks as deemed necessary and as instructed by the Curriculum Leader.

Qualities

- Be proactive, creative and imaginative when planning sessions and developing material.
- Be willing and interested in learning new skills.
- Be flexible at all times.
- Be patient and understanding towards the needs of SEND learners.
- Be able to appreciate and support the role of other professionals.
- Be able to build strong relationships with pupils from all different levels of prior attainment and from diverse backgrounds.
- Be able to maintain good relationships with colleagues and the line manager and work in a team.

Personal Specification: Higher Level Teaching Assistant - Maths

A- Application Form LO- Lesson Observation I- Interview R- Reference
DBS- Disclosure and Barring Service

Characteristics	Essential	Desirable	Evidence
Qualifications	Good basic education to GCSE level in literacy and numeracy or equivalent	<p>An A Level in Maths</p> <p>Evidence of continuous professional development including Maths SEN support.</p> <p>Certified TA qualification</p> <p>Any relevant SEN qualifications</p>	<p>A</p> <p>A</p> <p>A</p> <p>A</p>
Experience and Knowledge	<p>Experience of supporting pupils with SEND within a Maths department</p> <p>Ability to support Maths teachers in the planning of lessons</p>	<p>Working with a range of agencies</p> <p>Working with students on a 1:1 basis and with small groups on Maths knowledge and understanding</p>	<p>I, R</p> <p>A, I</p>

Characteristics	Essential	Desirable	Evidence
Vision and Values	<p>Commitment to an inclusive education</p> <p>Commitment to safeguarding and protecting children and young people</p>		<p>A, I</p> <p>I</p>
Skills / Aptitudes	<p>Ability to motivate young people, support their self-esteem and improve their confidence in relation to Maths</p> <p>Good oral and written communication skills</p> <p>Ability to listen and respond to young people establishing excellent relationships with them</p> <p>Ability to use IT for planning, teaching, organisation and assessment purposes</p> <p>Ability to organise learning resources and pupil tracking information efficiently</p> <p>Ability to work effectively as part of a team</p> <p>Ability to communicate effectively with parents and agencies</p>	<p>High level of IT skills</p> <p>Ability to analyse data effectively</p>	<p>A, I</p> <p>I</p> <p>A, I</p> <p>I</p> <p>I</p> <p>R</p> <p>R, I</p>
Personal qualities	Good sense of humour and positive attitude	Understanding of Health & Safety	I

Characteristics	Essential	Desirable	Evidence
	<p>Excellent role model for pupils</p> <p>Conscientious, honest and reliable</p> <p>Good health, punctuality and attendance record</p> <p>A calm and patient approach</p>		<p>R, I</p> <p>R</p> <p>R</p> <p>R, I</p>
Personal Circumstances	A criminal records check at enhanced level.		DBS

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How to apply

Further information about the academy is available at www.belvedereacademy.net

Please complete the application and monitoring forms that can be found on our website.
<https://www.belvedereacademy.net/Vacancies/>

Return the application forms to jobs@belvedereacademy.net. *(Please note that all applications will be acknowledged by e-mail.)*