

# All Saints Academy

## Minibus Driver

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 C

Salary FTE: £25,989 – £26,403

Actual pay: £6,015 – £6,111

## Location

All Saints Academy

## Hours

10 Hours per week x 39 weeks per year

Monday to Friday

8am – 10am

## Interviews

TBC

## Closing date

17<sup>th</sup> June at 9am

## Required from

September 2026

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](mailto:vacancies@asap.org.uk)

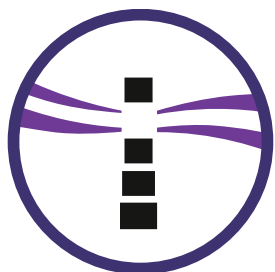
An application pack can be found at <https://www.tedwraggtrust.co.uk/vacancy> or click on the apply now button



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.**



## Minibus Driver

### *Job Description*

#### Key purpose of the role

Enable the Trust to realise its mission to 'Transform lives, strengthen communities and make the world a better place by providing safe, reliable transport for students as a Minibus Driver within All Saints Academy.

You will support students' access to education and wider opportunities by ensuring journeys are punctual, comfortable, and conducted to the highest safety standards.

The role involves completing daily vehicle checks, adhering to road and safeguarding regulations, and maintaining a professional and positive approach when working with students, staff, and families. A strong sense of responsibility, excellent driving skills, and a commitment to student wellbeing are essential in helping us deliver a supportive and inclusive school environment.

#### Your responsibilities

- Driving the school minibuses
- Clean driving license
- Responsible for the safety, comfort and welfare of the children
- Carry out daily and weekly checks on the minibuses and carry out basic maintenance
- Refuel minibuses when required
- Report any vehicle defects, faults, incidents and accidents
- Be responsible for the cleanliness of the minibuses, inside and out ensuring the vehicle is in a clean and roadworthy condition before and after use
- Maintain accurate records of minibus usage
- Maintain and help to promote a good school image, working attire should always be worn and kept in a clean and tidy condition
- Work within health and safety guidelines and other guidelines that may be issued from time to time
- Work within the constraints and guidelines as set out in the school handbook
- Adapt road routes to and from school when necessary and in emergency situations, keeping parents and the school informed of any change
- To undertake other associated duties required by the headteacher

### Role Criteria

- Provide job training for colleagues and oversee the quality of work.
- Follow instructions and procedures which may occasionally need to be adapted to resolve routine problems
- Use readily available information or assistance to resolve issues where the outcome may not be straight forward.
- Undertake work carried out within clearly defined rules and make decisions from a range of established options
- Make decisions which have a material effect on internal operations of their own or other departments.
- Work where tasks are interchanged but the program is not normally interrupted.
- Responsible for the proper use and safekeeping of hand tools, small items of equipment and low-cost materials or for the accurate handling and security of small sums of money or financial resources.
- Work requires substantial physical effort with short periods of intense physical effort; or normal physical effort regularly in awkward postures.
- Work may be outside or inside but with exposure to moderate noise, heat or difficult conditions
- Potential risk to personal safety due to contact with clients
- Has practical skills in a specific area.

## Minibus Driver

### Person Specification

#### Qualifications

- |   |           |
|---|-----------|
| • Hold a current, clean and valid driving license D1 unrestricted or a PSV License, D1 restricted (car license obtained prior to 01/01/1997) considered | Essential |
| • GCSE (Subject)/Trade Qualification/ relevant NVQ or equivalent experience   | Essential |
| • First Aid certificate, or willingness to train as a first aider   | Desirable |
| • MiDAS Training  | Desirable |

#### Skills and Experience

- |  |           |
|--|-----------|
| • Ability to work with young people in a school-based setting                  | Essential |
| • Self- motivated, and setting challenging personal objectives and targets     | Essential |
| • Commitment to building positive relationships with students, parents/carers  | Essential |
| • Ability to appropriately deal with confidential information                  | Essential |
| • Excellent time management  | Essential |
| • Commitment to working within the School's Safeguarding Policy and Procedures | Essential |
| • Having willingness to extend skills through appropriate training             | Essential |
| • Safeguarding awareness (KCSIE)   | Desirable |
| • Experience of working in a school setting                                    | Desirable |
| • Understanding of Child Protection/Safeguarding                               | Desirable |

#### Personal Attributes

- |   |           |
|---|-----------|
| • Able to establish good working relationships with a wide range of people – students, colleagues and parents | Essential |
| • A willingness to become involved in all aspects of school life  | Essential |

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

- Committed to the safeguarding of children Essential
- Be dependable, able to follow instructions and respond to management directions Essential
- Capability to maintain accurate vehicle records
- Able to fulfil all aspects of the role with confidence and fluency in English Essential

Values

- **Ambitious:** works hard, has the highest standards and is positive for the future Essential
- **Selfless:** is self-aware and emotionally intelligent to be able to support self and others to thrive. Works selflessly to support the Trust's mission and strategic priorities Essential
- **Collaborative:** builds strong relationships and networks Essential

# 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



# #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/workwith us](http://www.tedwraggtrust.co.uk/workwithus)



# 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



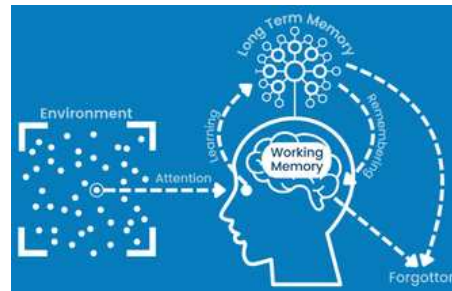
Thrives in a complex system



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.

### 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:

 <p>Exceptional development and networking opportunities</p>	 <p>Cost of blue light cards can be claimed through expenses</p>
 <p>Free annual flu jab, eye test and allowance for glasses</p>	 <p>Exclusive discounts, cashback and vouchers</p>
 <p>Free, confidential employee helpline. Available 24-7 through Health Assured</p>	 <p>Access to Wisdom app to support your mental health</p>
 <p>Up to 10% off all Pure Gyms</p>	 <p>up to the value of £2,000.</p>
 <p>Up to 2 days paid emergency time off for dependants</p>	 <p>Generous public sector pension schemes for all staff</p>
 <p>Timetabled instructional coaching for all teachers</p>	 <p>Family friendly policies and flexible working opportunities</p>



# 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!

