

Tandridge Learning Trust



JOINING OUR TEAM

Excellent Teaching

Inspiring Leadership

Innovative Training

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“ I like working for Tandridge Learning Trust as the organisation allows for collaboration in many areas across education - from moderation of standards to CPD opportunities. ”

Louise, Teacher
Hamsey Green





WELCOME



Thank you for your interest in working for Tandridge Learning Trust. I am delighted that you are considering opportunities to join our team of enthusiastic, talented and ambitious colleagues, all of whom have a commitment to positively influence the lives of every child and student.

Our Trust was formed in 2017 by five schools within the Tandridge district. We are a cross-phase Multi-Academy Trust (MAT) currently comprising one secondary, Warlingham School & Sixth Form College, and four primary schools, Bletchingley Village Primary School, Hamsey Green Primary School, Tatsfield Primary School and Woodlea Primary School.

At Tandridge Learning Trust we recognise the benefits of inter-school collaboration and the sharing of best practice to improve teaching, learning and ultimately attainment for all our children. Together we work as an innovative learning community. Our commitment to supporting and encouraging a love for lifelong learning for everyone extends to our whole community and we are proud of the way we are able to build relationships, creating opportunities for pupils and staff alike to thrive. We recognise that our people are vital to our success – School Leaders, Teachers, and Support Staff are at the

heart of our organisation and in order to succeed we understand the need to provide opportunities, support and guidance. We do this by sharing knowledge, improving professional development, prioritising wellbeing and demonstrating our values of equity, collaboration and integrity. Our professional networks and the opportunities for development and movement within the Trust creates an attractive working environment which supports staff recruitment and retention. This structure also provides more possibilities for robust succession planning and encourages the continual development of school leaders. Our strategic plan is to grow and improve, continually investing in our people supports these ambitions.

I hope you find this brochure helpful as a first step in guiding you through your decision-making process. If you require any further information about working for Tandridge Learning Trust, please do not hesitate to get in touch via our HR Department.

We also encourage you to visit us so that you can get a feel for the organisational culture and to see the great work that goes on within our teams.

We very much look forward to receiving your application.

Rebecca Plaskitt
Chief Executive



ABOUT US



Tandridge Learning Trust is a strong partnership of exceptional schools committed to providing a caring and nurturing learning environment that delivers equity and excellence in education.

Our schools are all quite different; we celebrate the individuality of each school. At the same time, all schools benefit from the support and synergies of being part of a multi-academy trust. To find out more about each of our schools please visit their websites. If you are viewing this document electronically, you can click directly on the logos on the map on the 'Our Schools' page for a direct link to each school's website.

To join our team, you will be professional, dedicated, caring and ambitious so that you are able to embrace and benefit from our core values of Integrity, Collaboration and Equity.

Being a relatively small Multi Academy Trust, you will find that working for us is like joining an extended family where we support each other, develop partnerships and grow together. We recognise that our people are the key to success, and we want to create a working environment that recognises the contribution staff make and supports everyone to achieve their very best.

Tandridge Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be subject to safer recruitment checks, including an enhanced DBS check



Tandridge Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

As an equal opportunities' employer, Tandridge Learning Trust is also committed to achieving a diverse and inclusive workplace and strongly encourages suitably qualified applicants from a wide range of backgrounds irrespective of personal characteristics.

“It is rewarding to work within such a friendly and professional team, advising and supporting all of the schools in the Trust. Our collaborative approach means that we share ideas, knowledge and expertise with each other and take pride in providing an excellent service across the Trust. Our clear audit reports in the last two years, are a testimony to the team's proficiency.”

Finance Department
Shared Services





ABOUT US



OUR VISION

Our vision is to empower every learner to excel and flourish within a culture of inclusion and the highest aspiration. We will consistently place the needs of our learners at the heart of every decision we make whilst working tirelessly to reduce educational inequality and achieve outstanding outcomes for every individual.



OUR VALUES

Our behaviours and interactions will reflect our core values of:

Equity – we strive to eradicate barriers to learning and promote equality in all that we do; we are unbiased, caring, ethical and inclusive.

Collaboration – we work as a team to create strong and sustainable schools; we listen, we share, and we learn together.

Integrity – we build relationships and trust founded in honesty, fairness and respect for one another.

OUR BELIEFS

We believe in:

- ✓ Cherishing individuality and celebrating difference
- ✓ Providing safe havens where pupils and staff feel supported, happy and valued
- ✓ Creating memorable learning experiences which promote enjoyment and excitement
- ✓ Championing equality and inclusion to maximise educational and personal achievement
- ✓ Ensuring academic rigour, improving educational outcomes and supporting lifelong learning
- ✓ Developing confident, considerate and resilient young people who can contribute positively to our community
- ✓ Enabling access to high quality professional learning opportunities and career development for all staff
- ✓ Recognising talent, promoting ambition and raising expectations within and across our local communities



WHY WORK FOR US?



There are many reasons to work for Tandridge Learning Trust.

Our community of like-minded schools provides a excellent platform from which to build or expand your career.

We believe our people are the best and deserve the best! Whatever the role our people undertake, you will find they have a common desire to do their very best, develop themselves and others, and to achieve both personal goals and our organisational vision.

We are proud of our passionate, committed and friendly teams across every section of Tandridge Learning Trust. Our people are prepared to 'go that extra mile' to support each other and create a culture where everyone feels included and valued. These attitudes and behaviours exemplify our organisation, and the people are at the core of our approach.



PROFESSIONAL DEVELOPMENT AND TRAINING

- Thorough and supportive onboarding, induction and probationary process.
- Comprehensive Continuous Professional Development (CPD), whether you're support staff, a new teacher, experienced middle leader or have aspirations to become a senior leader.
- Career pathway opportunities with a focus on internal progression wherever possible.
- A collaborative, trust-wide approach, which enables staff to benefit from a range of internal and external activities and support throughout their careers. This includes conferences where we all come together.
- Excellent opportunities in both primary and secondary teacher training. Our SCITT routes and School Direct courses are particularly attractive for those wishing to secure an ECT opportunity within our schools. Similarly, our commitment and support to new teachers whilst they undertake their two year ECT programme is outstanding.



PENSION SCHEMES

- You will have the option to join one of our excellent pension schemes, helping you, your employer and the government to save for your future: Teachers Pension Scheme (TPS) for teaching staff and Local Government Pension Scheme (LGPS) for support staff.
- Both schemes offer flexibility in retirement, in-service death grant, family benefits, and ill-health protection, all of which means you will be saving for a better retirement!



“I really enjoy the staff sporting opportunities. I run the staff badminton club and I also use the swimming pool every Friday morning with some other regular swimmers; it's a great way to start the day!”

Judith
HR Department



WHY WORK FOR US?



GENEROUS SICKNESS AND HOLIDAY / LEAVE

- Generous maternity and paternity leave schemes offer enhanced pay and leave arrangements, supporting families and recognising the importance of a healthy work/life balance.
- Occupational sick pay is paid for all staff from day one and we also have family friendly/flexible policies regarding special leave for unexpected or special events.
- Our support staff receive between 26 and 30 days annual leave on top of the eight days of Bank Holidays. Annual leave is dependent on length of service and is on a pro-rata basis for part-time employees.
- Tandridge Learning Trust may recognise continuous service from other academies and maintained schools on a discretionary basis.



LIFESTYLE AND RETAIL DISCOUNTS

- Access to multi-store discounts and savings through our benefits platform, eg. vouchers for high street retailers such as John Lewis
- Discounted nursery places at our on-site nurseries
- Eye care vouchers for DSE users



STAFF SPORTS & SOCIAL EVENTS

- Our staff enjoy informal social gatherings and hold quiz nights, games nights and BBQs.
- We have a number of staff sports activities on offer such as swimming, gym, basketball and badminton.



WELLBEING SUPPORT

- We create positive working environments where individuals can thrive, but we understand that sometimes, a range of factors can result in individual struggles.
- Therefore, we have a growing programme of wellbeing support as well as an external 24-hour helpline for information, help and guidance.

We are constantly looking to improve our generous selection of staff benefits, to ensure that we provide the best employment experience and support for all our staff.



OPPORTUNITIES



TRAIN TO TEACH

All of our schools support both university-led training and school-centred initial teacher training as we believe that the best place to learn how to teach is in the classroom.

We will support you as you undertake your chosen route into teaching, ensuring that you are fully immersed in the life of our schools. We offer a safe environment where you will be valued and developed by our professional and experienced mentors who take pride in developing trainees into successful teachers. Often these routes lead to permanent employment within our Trust.

Provided through a variety of partners, our commitment to teacher training aims to ensure the highest quality of development possible as you start this exciting journey.

EARLY CAREER TEACHERS

Tandridge Learning Trust is a learning organisation, a key objective which is reflected in our culture.

The Early Career Framework provides the basis for the two-year programme for new teachers and we offer both online and face-to-face training sessions, supported by our school hub partners and experienced in-house mentors and coaches. Warlingham School & Sixth Form College is also a delivery partner for our hub which means we are able to directly influence learning and support an atmosphere of open reflection and sharing.

Whether you wish to pursue a career at Primary or Secondary level, we have the expertise and resources to ensure best practice and success in the classroom.



TEACHING - PROFESSIONAL LEARNING OPPORTUNITIES

Our professional learning offer includes training sessions for staff led by both external providers and specialists from within the Trust, network meetings for specific roles to share good practice and develop trust-wide provision, opportunities for individual CPD and upskilling. Bespoke training as required by our schools is arranged annually dependent upon need and linked to the school/trust improvement plan and individual appraisal targets.



“ I chose to remain at Warlingham following my initial teacher training due to the caring and supportive nature of staff. Training is carefully aligned with the Early Careers Framework with an emphasis on collaboration and sharing best practice. Staff here are experienced, knowledgeable and self-confessed lifelong learners. ”

Charlotte, Teacher
Warlingham

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OPPORTUNITIES



We provide:

- Twilight and Online training sessions
- INSET Day Training
- Network groups made up from staff across all our schools, e.g. DSL Network, Staff Wellbeing, Facilities Teams
- Opportunities to be part of our Coaching Teams or access to coaching as required
- Compliance Training

Within our secondary school, clear career pathways offer development opportunities for those teachers wishing to take on additional responsibilities

“As a relatively new employee, I have found the people I work with to be welcoming, supportive and encouraging. I am gaining from new experiences every day and enjoy coming into work.”

James, IT Apprentice
MAT Shared Services

SUPPORT STAFF

Our valued and dedicated teams of support staff enable the school to function effectively. Whether you are looking for role in the school office, the site team or one of our shared services, we will support and develop you to achieve your full potential. Roles are varied and cover a range of career options. Movement between schools also allows staff to develop and progress within our organisation.

APPRENTICESHIPS

Tandridge Learning Trust works closely with external training partners to provide a wide range of apprenticeship opportunities and continually review our vacancies to identify new apprentice possibilities. Recent apprenticeships have been offered in the areas of:

- Business Administration
- Human Resources
- Information Technology
- Nursery Education
- Premises/Site Maintenance
- Teaching & Learning Support

Apprentices will work towards a recognised qualification whilst learning from existing professional colleagues to gain job specific and transferable skills. Delivery will either be ‘on the job’, at college or via remote tutoring, depending on the qualification requirements. Support is readily available to ensure successful completion and many apprentices will secure permanent posts or progress their careers within Tandridge Learning Trust at the end of their training.



OUR SCHOOLS



Bletchingley Village
Primary School & Nursery



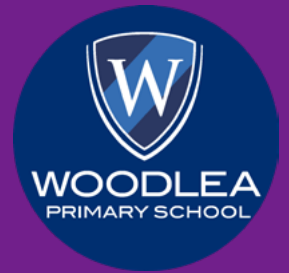
Hamsey Green
Primary School



Warlingham School
& Sixth Form College



Tatsfield
Primary School



WOODLEA
PRIMARY SCHOOL

OUR SCHOOLS



Our schools are all in our local area – it takes less than half an hour to travel between those furthest afield.

It's probably best to get a feel for our schools by seeing each of their websites. If you are viewing this document electronically, you can click the logos above to be taken to the individual websites.



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OUR SCHOOLS



BLETCHINGLEY VILLAGE PRIMARY SCHOOL & NURSERY

We are an all-through, values-led Primary School, with its own Nursery Class and a specialist centre for children with speech, language and communication needs, set in beautiful and extensive grounds.

We aim to provide an environment which is inclusive, caring and stimulating, with high expectations of achievement and behaviour, and where learners develop good self-esteem and resilience. This enables them to become active partners in their own learning who take risks and learn from their mistakes. We encourage learners to ask questions and to learn how to solve problems and challenges. We aim to ensure that each learner reaches their full potential and to create an atmosphere where learning is irresistible by offering a rich, varied and meaningful curriculum.

We live in a rapidly changing world and we need to prepare our children for the future, enabling them to access lifelong learning. We continue to develop our understanding and use of new technologies; as well as smart televisions, we are introducing a range of technologies for children to use as effective tools

for learning. Our library has been extended so that we can offer a wider range of books as well as an ICT based study centre. Our outdoor facilities have also been significantly developed, providing outdoor classrooms.

Whilst the children's learning is our first priority, we also offer a wide range of extra-curricular activities so that all children can achieve and shine in the field of their choice – music, sport or the arts – and we develop the children's emotional literacy and social skills through all that we do in school to enable them to become responsible and positive members of the society in which they live.

Our staff team includes a mix of experienced and newer employees, enabling us to learn from each other. We support all staff to achieve their development objectives and encourage everyone to maximise opportunities for CPD.

For more information about Bletchingley, please see our website: www.BletchingleyTLT.co.uk.

Debbie Gregori

Debbie Gregori
Headteacher



OUR SCHOOLS



HAMSEY GREEN PRIMARY SCHOOL

'Together we learn for life', underpins all aspects of the school environment we create.

Our mission is to provide all pupils with an outstanding education in a caring, secure, happy and stimulating environment. We aim to set them on the path of becoming lifelong learners.

Positioned on the county border between Croydon and Surrey, we are surrounded by beautiful open countryside. Classrooms are light and airy and open directly onto our spacious green space.

The children of Hamsey Green Primary School are happy and confident and come to school each day eager to learn. They have good and respectful relationships with each other and the staff. Their behaviour is very good and they wear their uniform with pride. Visitors to the school comment on the children's courtesy and politeness as they move around between lessons and their focussed attitudes to their learning.

On entry, the majority of our children are below age-related expectations, however, we have proved to be very good at closing this gap as the children rise through the school. Aspirational targets and robust measures to improve progress and attainment are having a positive impact on achievement for all pupils. Our recent OFSTED inspection rated us as a GOOD school and we intent to build upon this in our pursuit of excellence.

Children are able to participate in numerous activities and are encouraged to try new things. Clubs take place before, during and after school and are run by both staff and outside agencies. Pupils



have opportunities to go on residential trips as well as numerous day excursions designed to enrich the curriculum.

We run a highly successful breakfast and after school club and have an on-site nursery, which opened in September 2020 (staff discounts available).

We share a campus with Warlingham School & Sixth Form College, and benefit from excellent facilities, meaning that together, we are at the heart of our community.

For more information about Hamsey Green, please see our website: www.HamseyTLT.co.uk.

Nikki Mace

Nikki Mace
Headteacher



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OUR SCHOOLS



TATSFIELD PRIMARY SCHOOL

Tatsfield Primary School is situated in the centre of Tatsfield Village, surrounded by pleasant open countryside and is closely involved with the local village community.

The school, whose history dates back to 1846, moved to its new location in April 2010. It has spacious grounds and gardens with play areas, a large sports playing field and use of two Multi-Use games areas. We have 203 children currently on roll aged 4-11 years.

The school has seven classrooms, two group rooms, a practical room and a large sports hall. There is a well-resourced learning zone and administrative offices and community room. The school is wireless networked and classrooms are equipped with interactive boards.

Children, staff and parents work actively in partnership to enable all children to realise their full potential. Parents are always welcome at the school and we keep in touch via a regular newsletter. In addition we hold workshops and education evenings to inform parents of important educational developments.

The school offers a broad curriculum which was carefully designed by the whole staff and is monitored by the Headteacher and subject leaders. The requirements of the National Curriculum have been implemented with some subjects being taught separately in Key Stage 2 and a more topic-based approach at Key Stage 1.

The school is well resourced for all curriculum subjects enabling teachers to provide learning experiences which are stimulating and appropriate for all the children. Study areas outside the classroom provide other excellent resources. Children are also able to participate in a wide variety of after-school activities.

Working for Tatsfield is really rewarding as you will be joining a friendly team of dedicated and enthusiastic staff. We support each other, share knowledge and take part in CPD activities across the MAT.

For more information about Tatsfield, please see our website: www.TatsfieldTLT.co.uk.

Rachel Jewitt
Headteacher



OUR SCHOOLS



WARLINGHAM SCHOOL & SIXTH FORM COLLEGE

Warlingham School & Sixth Form College is a fully comprehensive community-focussed, school, with a PAN of 240. The School provides a caring, supportive environment, where staff and students are happy. The school places a high importance on its key values of Courage, Commitment and Kindness, which we strive to make a reality every day.

Enjoyment and engagement are important elements of life at our school. Our student leadership programmes help our students to develop the confidence, grit and resilience needed to be successful in later life. These qualities will help them to develop into well-rounded young people, ready to make a positive contribution to the local community and to wider society in general.

Students are encouraged to have high aspirations so that each can be the very best that they can be, whatever their starting point. We expect our students to work hard, behave respectfully, dress smartly and take pride in their achievements.

The College is home to around 200 happy and successful students and offers a wide range of courses, including both A Level and Vocational Courses. Students currently select one of several enrichment courses, such as the Duke of Edinburgh Award Scheme or the Extended Project Qualification.

The school sits on an extensive, 20 acre site, with good commuter access by road and two stations within half a mile. The buildings are well maintained, some recently modernised and refurbished and the facilities include extensive adjacent playing fields, floodlit all weather pitch, a dedicated sixth form



block, a fitness suite and a 25-metre swimming pool.

All our staff go the 'extra mile' for students and take time to nurture young people's talents and aspirations. There is a healthy balance between established and new teachers, and the school is committed to ensuring access to a wide range of CPD opportunities. Our appraisal process for all staff, supports development and our teaching structure provides different pathways of opportunity for those wishing to progress.

We also run many staff clubs and social activities, making good use of the facilities on offer. For example, we enjoy basketball, football, swimming and badminton. Similarly, we hold quizzes, choirs and BBQ's. Most activities are attended by staff from across the Trust and occasionally we open our facilities to our families too.

For more information about Warlingham, please see our website: www.WarlinghamTLT.co.uk.

Paul Foster

Paul Foster
Headteacher





WOODLEA PRIMARY SCHOOL

Woodlea's vision is that all its children leave the School, Ready for Life!

Woodlea aims to:

- Enable individual academic success
- Develop creative skills through broad learning experiences
- Foster an emotional understanding of ourselves and others

The children of Woodlea are happy and confident and come to school each day eager to learn. They have good and respectful relationships with each other and the staff. Their behaviour is very good and they wear their uniform with pride. Visitors comment on the children's courtesy and politeness as they move around between lessons and their focussed attitudes to learning.

Aspirational targets are set for all pupils and their progress is closely monitored with regular pupil progress meetings. We ensure all children's learning needs are met. The most able pupils are well catered for within class differentiation as well as benefitting from specific projects designed to challenge and stretch.

The School works to 'close the gap' for its disadvantaged pupils, to enable them to catch up with their peers during their time at Woodlea. The culture of nurturing and high aspirations, leads to stronger outcomes for these pupils

Woodlea staff are committed, hard-working and caring, with a healthy balance between established and newly qualified teachers; the School and the Trust are committed to ensuring access to a wide range of CPD opportunities. There is a strong sense of teamwork and all staff who share the commitment to achieve the best outcomes for children. In 2020, Ofsted reported: "Staff like working at the school. They are highly motivated and work hard for the benefit of all pupils. Staff told me that leaders are 'genuinely aware' of their workload and wellbeing." Teaching staff are well supported by a range of experienced TAs, support staff and the Trust's Shared Services team also provides expertise and support.

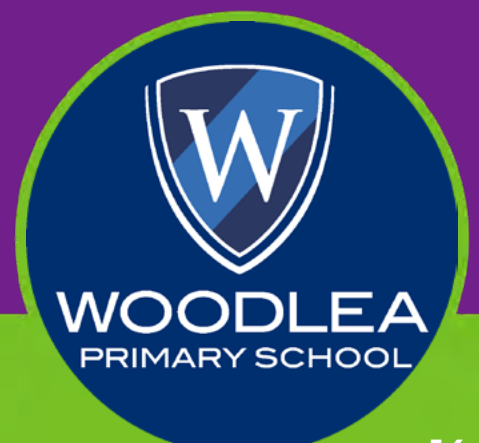
Set in a beautiful country village, Woodlea has well-equipped facilities and spacious premises, with extensive playgrounds and large areas of outside space. Inside, there is a recently refurbished IT suite, a well-stocked library, a dedicated music room and other individual spaces, which give plenty of scope for exciting learning opportunities.

Catering staff make excellent quality homemade meals every day with ingredients sourced from local suppliers wherever possible.

For more information about Woodlea, please see our website: www.WoodleaTLT.co.uk.

Nina Gambier

Nina Gambier
Headteacher



HOW TO APPLY AND CONTACT DETAILS



VACANCIES

All our vacancies can be found on our portal: www.eteach.com/careers/tandridgelearningtrust-co/ or by contacting our HR Team.

APPLICATION FORMS

You must complete the Trust's application form as CV's will not be accepted due to our safer recruitment processes. Shortlisting will take place as soon as possible, with consideration given for how candidates meet the criteria outlined in the person specification. Please include as much detail as possible on your application form, to inform the shortlisting panel as to your suitability.

REFERENCES

It is our policy to obtain references prior to interview for shortlisted candidates.

The first referee provided must be your present or most recent employer, unless you have not been in employment before. Please refer to our application form for further guidance.

ONBOARDING, INDUCTION AND PROBATION

Successful candidates will be supported during the onboarding and induction process, and we have a probationary policy in place for new staff.

On our Multi Academy Trust (MAT) eteach portal, you will be able to search for all current job vacancies at any of our schools, as well as find cross-MAT vacancies or MAT Shared Staff vacancies. Should there not be a suitable vacancy, we encourage you to sign up to our Talent Pool, so that we may contact you about any suitable roles that may arise in the future.



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Tandridge Learning Trust is an exempt charity and a company limited by guarantee, registered in England with Company Number 8248059 and has a registered office at Tithepit Shaw Lane, Warlingham, Surrey, CR6 9YB.