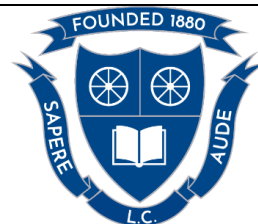


THE POST

We are seeking to appoint a committed and motivated individual to join a supportive and collaborative school community, where staff work closely together to ensure every student can learn, flourish and succeed.

The appointed person will work as our Pupil Premium Champion, playing a key role in supporting disadvantaged students to attend, engage and achieve. Working closely with pastoral staff, teachers and families, the role focuses on building strong relationships, removing barriers to learning and ensuring that the school's Pupil Premium strategy has a meaningful impact on students' outcomes and wellbeing.

The Laurels Academies Trust
Bitteswell Road
Lutterworth
Leicestershire
LE17 4EW



Pupil Premium Champion

Permanent part-time position to start on 24th August 2026

8:20am -3:45pm Monday to Friday, term time only plus a balance of hours to attend training days and other events that may take place outside normal working hours.

Grade 8 (Pt 15-18): £28,605 - £31,029 FTE, (£22,077 to £23,948 pro-rata, actual annual salary)

“This is a school where staff care for the pupils and want the best for them”
“Pupils understand the value of each subject and how it might help them in the future”
(Lutterworth College Ofsted, January 2023)

We would like from you:

- Excellent communication and interpersonal skills
- A strong commitment to supporting disadvantaged and vulnerable young people
- The ability to build trust with students and families
- Confidence working independently and as part of a wider pastoral team
- GCSEs (or equivalent) in English and Maths
- Energy, resilience and a solution-focused mindset
- Experience of working with young people or families in an educational, pastoral or support role (desirable)

We can offer you:

- A high-impact role making a genuine difference to students' lives
- A supportive and committed staff team
- Strong professional development opportunities
- Excellent facilities and resources
- Automatic enrolment to the Local Government Pension Scheme.
- Free on-site parking.
- Comprehensive Wellbeing Package.

For further information and details of how to apply please visit the vacancies page of our website www.lutterworthcollege.com and return completed application forms to:

Diane Orton E-mail: d.orton@lutterworthcollege.com

Closing date: Monday 1st June 2026 (8am)

Interview Date: To be confirmed

Lutterworth College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All appointments will be subject to receipt of a satisfactory Enhanced DBS check, pre-employment checks, including evidence of your right to work in the UK, online checks and a satisfactory Health Check. References will be requested for all shortlisted applicants before interview.

Job Description

"Disadvantaged pupils experience barriers that extend beyond the classroom, including lower attendance, reduced access to resources, and weaker engagement with school systems. Without deliberate, coordinated action, these barriers can persist and widen over time. The Pupil Premium Champion plays a vital role in ensuring that disadvantage is never invisible or accepted as inevitable. By championing pupils' attendance, wellbeing, learning and aspirations, this role helps translate the school's Pupil Premium strategy into consistent, day-to-day practice. It ensures that support is timely, dignified and impactful, that families feel known and trusted, and that the school remains relentlessly focused on equity, high expectations and improved outcomes for its most vulnerable learners."

Post Title:	Pupil Premium Champion
Purpose of Post:	To champion the progress, attendance, and wellbeing of disadvantaged students, ensuring they have equitable access to high-quality teaching, targeted interventions, and wider opportunities. The role focuses on removing barriers to learning, improving engagement, and supporting the successful delivery of the school's Pupil Premium strategy.
Reporting To:	Assistant Headteacher (Pupil Premium)
Grade:	8 (points 15 - 18)
Hours:	1301 hours per annum. 33.75 hours per week 8:20am - 3:45pm Monday to Friday with a 40-minute unpaid lunch break, term time only plus a balance of 18 hours to attend training days and other events that may take place outside normal working hours. Working patterns are reviewed on an annual basis and may need to be varied to meet operational needs.
Main (Core) Responsibilities	
<p>Attendance and Behaviour</p> <ul style="list-style-type: none"> • Work closely with the Attendance Officer and Pastoral Managers to improve attendance and reduce persistent absence among disadvantaged students. • Monitor attendance of focus Pupil Premium students daily; contact home promptly when a student is absent. • Provide a positive start to the day through meet-and-greet for specified students. • Collect individual students from home where required to support attendance. 	

- Track behaviour points for Pupil Premium students and share information with key staff to enable early intervention and support.

Parental Engagement

- Be proactive in building strong, positive relationships with parents/carers of Pupil Premium students to increase engagement and trust.
- Conduct home visits where necessary to support families.
- Contact a selection of parents weekly with positive feedback about their child and use as an opportunity to check in.
- Progress Evenings:
 - Ensure maximum parental engagement by supporting priority booking for Pupil Premium families.
 - Monitor booking data during the window and contact parents who have not booked.
 - Review attendance post-event and follow up with non-attenders.

Academic Support

- Ensure disadvantaged students have access to essential resources, including revision materials, technology loans, food ingredients, and homework support (e.g., Independent Learning Club).
- Run interventions to support small groups of targeted students.
- Support interventions by recording sessions on Edukey and monitoring review cycles

Wellbeing & Wider Opportunities

- Promote and monitor full engagement of Pupil Premium students in school life, including extra-curricular activities, educational visits, and enrichment programmes.
- Liaise with pastoral teams to identify students needing emotional or social support and ensure timely intervention.
- Liaise with the Lifting Hopes Charity to provide opportunities and resources for our students. Co-ordinate the annual 'Colour Dash' in conjunction with the charity.

Uniform

- Manage the Uniform Store by monitoring requests, organising donations, and maintaining accurate records via Edukey.
- Arrange purchase of uniform for new Year 7 students and ensure timely distribution.

Careers & Aspirations

- Ensure disadvantaged students receive prioritised careers guidance and support for post-16 pathways.
- Facilitate work experience placements and mentoring opportunities to raise aspirations.
- Oversee the Post-16 Bursary process on Applicaa.

Ethos & Culture

- Support the school vision *Enabling every young person to learn, flourish and succeed.*
- Play a full part in the life of the school community, to support its ethos and to encourage staff and students to follow this example.

Data Protection

- Ensure all documentation is stored and processed in line with the School Data Protection Policy and Document Retention

- Guidelines in line with the General Data Protection Regulations (GDPR)

Health & Safety

- Comply with the school's Health and Safety Policy and undertake risk assessments as appropriate.

General

- Undertake any other duty/reasonable request as specified by STPCD, and your line manager, the Headteacher or senior member of staff.

Additional duties to include:

- As part of a team of support staff, provide assistance with the invigilation of examinations if required.
- As a member of staff working in an educational setting to have a duty to help keep young people safe and to protect them from sexual, physical and emotional harm and to take reasonable steps to ensure the safety and well-being of students.
- To ensure awareness of and compliance with personal responsibilities and requirements communicated to me in school policies and procedures including Health & Safety.
- As a member of staff in a school that works in partnership with other organisations to contribute to the development and sharing of good practice into partnerships with other schools and relevant bodies. This may include undertaking duties and work in other schools and at other locations.
- May be required to be an appointed person for first aid (following training).
- May be required to accompany and supervise students on educational visits.
- As a member of staff in a school setting, you will have the opportunity to participate in programmes for mentoring students and to participate in extracurricular activities.
- To carry out such other duties which may be required from time to time within the grading of the post.
- To work across Lutterworth College where appropriate – this may mean working in more than one school.

What is the purpose of Pupil Premium?

Pupil Premium funding is used to raise attainment, close gaps in achievement and support the wider personal development of eligible pupils. At Lutterworth College, we aim to ensure that disadvantage does not limit aspiration, opportunity or achievement. Our approach is based on high expectations, evidence-informed practice and a strong belief that all pupils can succeed.

What makes a child eligible for Pupil Premium funding?

Pupils are eligible for Pupil Premium if they are:

- Currently eligible for free school meals.
- Have been eligible for free school meals in the last six years.
- Looked after by the local authority or formerly looked after.
- Adopted children.
- Children of service families

How is Pupil Premium used in practice?

Pupil Premium funding may be used to support pupils through:

- High-quality teaching and targeted classroom strategies
- Academic interventions and catch-up support
- Pastoral, emotional and wellbeing provision
- Enrichment opportunities that broaden experience and aspiration
- Support with attendance, engagement and barriers to learning

All spending decisions are informed by national research (including the Education Endowment Foundation) and are reviewed regularly to ensure impact.