



John Taylor MAT

Recruitment Pack 2024



Welcome to John Taylor MAT

Dear Applicant,

Thank you for your interest in a position within John Taylor Multi-Academy Trust. I hope that this recruitment pack is valuable in assisting with your application and in developing an understanding of what it means to work within John Taylor MAT.

The Trust was founded in 2014, in John Taylor High School – an outstanding secondary school in Barton-Under-Needwood, and the first in Staffordshire to convert to become an Academy.

We have grown steadily over time and currently serve 12 infant/primary schools, and 6 secondary schools. The Staffordshire Research School and John Taylor Teaching School Hub are also key parts of our Trust.

We are proud to have a strong Free School programme; we opened John Taylor Free School in September 2018 and Fradley Park Primary & Nursery School in September 2022. Branston Locks Primary & Nursery School will become our 3rd Free

School in September 2024 and we have secured DfE approval to develop Staffordshire's first all-through primary and secondary school on the site of the former Rugeley Power Station, scheduled for September 2025.

We have a passion for excellence demonstrated by a broad curriculum and high-quality leadership. We work hard to create collaboration across the Trust, and the Central Team reside in one of our schools, to remain grounded in school life.

We have a strong track record of governance and health and safety, and our schools and Trust enjoy a healthy and stable financial position; we look to the future with anticipation of further growth and to support those schools already in our family by working together and adding value.

There is much more information about us on our website: www.jtmat.co.uk. Should you share our vision and wish to apply for this position, I wish you every success.

With best wishes,



Mike Donoghue, CEO.





Our Vision & Mission

"We believe in the power of education to improve lives - and the world."

We are driven to ensure our communities can realise their true potential through learning. This is our mission. We provide experiences, resources, structures, and systems to enable all to engage, all to progress, all to achieve.

Schools within the Trust are staffed with colleagues - teaching and support - who share this belief, and are supported by governors and trustees who underpin it.

The outcomes of our children are testament to it also. By the term "outcomes", we know that this transcends raw data measures (although it does include them) to reflect the true concept of education as "what survives after what has learned has been forgotten."

Our schools therefore value educational trips and visits, performances and events and the interaction of children and adults beyond the formality of the timetable. We believe that this sets us apart.





What Makes Us Successful

In all that we do, both individually and collectively, we endeavour to focus on six main attributes that will enable us to be successful. We want all of the children and young people in our schools to exhibit these qualities also. They are as follows:



Learning is at the heart of all we do

Keeping "the main thing the main thing," prioritising our people, time, energy and funding to the improvement of the educational experience.



A passion for excellence

Only comparing ourselves with the best. When finding it, seeking to match and then surpass it.



Courage to innovate

Leading change - in teaching and learning, curriculum development, organisational structures.



Collegiality

Listening to others, sharing with others, learning from others.



Restlessness & curiosity

Looking for opportunity to be involved and to learn from new experiences.



Tenacity & Resilience

Holding to our mission in turbulent times and remaining resolute in all we set out to do.



Why work for John Taylor MAT?

By working closely together, in partnership with each other, schools within a robust MAT can develop best teaching practices, share curriculum expertise and deliver the best outcomes for pupils and students. John Taylor MAT is proud to fit the Government's criteria of a "strong MAT" with 6 secondary schools and 12 primary/infant Schools.

The Central Team aims to do the "heavy lifting" for our schools, focusing on business and compliance elements, with experts in Attendance, SEND, School Improvement (primary and secondary specialists), Governance, Compliance, Clerks, Finance, IT, Marketing and Communications, HR and Estates. It is important that our Central Team are connected to our community, which is why we will always seek to be within one of our schools.

We have four key areas of focus in order to drive success:

1. Making sure we know each school – the strengths it can bring and any areas in which it will need support.
2. Having consistency of core systems across schools – establishing coherent and clear foundations upon which to build innovation and consequent success.
3. Developing and empowering our leaders – to drive forward plans, people and progress.
4. Maintaining a focus on teaching and learning – through engendering growth mindsets in all teachers and learners and providing opportunities to support that growth.





Employee Benefits

We recognise that recruiting high-performing professionals is key to our success, and we place high value on the physical and mental wellbeing of all our staff. We want all our employees to have a sense of purpose and true job satisfaction. By offering a range of employee benefits, we trust all our employees will feel supported to achieve a balance between work and home, and enjoy optimum health and wellbeing.



Cycle 2 Work Scheme



Flu Vaccination



Car Lease Scheme



Eye Test



Discounts & Online Help



Physiotherapy Service



Free Parking



Menopause Support



Pension



Occupational Health



Training & Development



Counselling Service





Employee Benefits



Cycle 2 Work Scheme

Partnering with Halfords to bring you savings on a cycle/cycle equipment, spreading the cost over 12 months.



Car Lease Scheme

With a personal contract and salary sacrifice schemes, you can get a great deal on a vehicle.



Discounts & Online Help

24/7 365 online wellbeing support and discounts on retail, leisure and entertainment.



Free Parking

Keep your travel to work costs low with free parking at all our school sites.



Pension

Teachers' Pension or the Local Government Pension Schemes offer good retirement income with lump sum payments.



Training & Development

National Professional Qualifications, CPD and network groups are available to ensure you grow in your role.



Flu Vaccination

Free Flu Vaccination vouchers if you don't qualify for one under the current government guidelines.



Eye Test

Display Screen Equipment users can claim back the cost of an eye test and basic glasses and lenses.



Physiotherapy Service

Benefit from quick hands-on treatment for musculoskeletal injuries or long term conditions.



Menopause Support

Support and resources to help you manage the symptoms of menopause at work.



Occupational Health

Support for you and your line manager with managing health issues, whether you're off sick or at work.



Counselling Service

Quick, confidential free counselling service offering online and in-person support - you can self-refer too.

Please note access to some benefits may depend availability of the service at the time and any qualifying criteria. Not all the benefits are contractual and may be changed or withdrawn at any time without notice. Local school offers may include additional benefits.

John Taylor Teaching School Hub

Proudly serving the districts of North Warwickshire, East Staffordshire, Cannock, Lichfield, Tamworth, Nuneaton and Bedworth, the John Taylor Teaching School Hub is based at John Taylor High School, Barton-Under-Needwood. The team have created a reputation for delivering the DfE's "Golden Thread" of outstanding professional development and support for teachers and leaders, through the offer of:

- Initial Teacher Training (ITT) via the John Taylor SCITT
- Early Career Framework fully funded Full Induction Programme with the Education Development Trust
- A complete suite of National Professional Qualifications (NPQs)
- Appropriate Body Services
- Additional Continuous Professional Development (CPD) to meet local needs, including an offer from the Staffordshire Research School.

John Taylor SCITT

John Taylor has been a SCITT (School Centred Initial Teacher Training) since 2015, and has gradually expanded the offer of Initial Teacher Training to include a variety of routes; Primary and Secondary, salaried and unsalaried routes and, from 2021, a part time route. The SCITT works in partnership with 18 secondary schools, 47 primary schools, as well as a number of special schools.

Staffordshire Research School

Staffordshire Research School at John Taylor has been a member of the Research School Network since 2019 and is one of 33 Research Schools across the country, and one of only 4 in the West Midlands. Their aim is to help leaders and teachers make evidence-informed decisions to improve teaching, learning and outcomes for all children, with a particular focus on those from disadvantaged backgrounds.



The John Taylor SCITT



Supported by the Education Endowment Foundation





Professional Development

Continuous Professional Development

A range of bespoke CPD programmes are available for teachers, leaders and support staff. All our CPD is high-quality and evidence-based, focusing on developing the quality of provision for school settings. Whether you are a member of teaching or support staff, there are opportunities for you to develop your knowledge and skills, so you achieve personal and professional growth.

Networking Across JTMAT

The geographical proximity of our schools, our size, and the fact that we embrace a diversity of schools means that there is always something new to learn, or somewhere new to make an impact. For colleagues in positions of responsibility – from SENDCOs through Safeguarding Leads to Headteachers and Business Managers, we have established networking groups to support you and encourage collaboration, innovation and excellence.

We have also created working groups in specialisms like HR and Marketing to bring colleagues together from across the Trust to work on common goals and have the opportunity to expand their knowledge and skills.

These networks are really valuable both professionally and personally.





Terms & Conditions of Employment Overview

The following information highlights key aspects of the Trust's terms and conditions of employment. Full terms and conditions are set out in the Employment Contract. Shortlisted candidates will be given the opportunity to ask questions about terms and conditions of employment at their formal interview.

Teaching Staff Salary

Salary and the general terms and conditions of employment are those contained in the current School Teachers' Pay & Conditions Document and Conditions of Service for School Teachers' in England and Wales (Burgundy Book) as applied by, adopted or amended and subject to the decisions made from time to time by the Trust relating to the employment of Trust employees.

Support Staff Salary

The general terms and conditions of your employment are those negotiated nationally by the National Joint Council of Local Government (The Green Book) as applied by, adopted or amended and subject to the decisions made from time to time by the Trust relating to the employment of Trust employees. In addition, the Trust has adopted local agreements with recognised Trade Unions. These are set out in various documents and policies, which collectively form the full Employee Terms and Conditions.

Pension Schemes

The Trust offers membership to the Teachers' Pension Scheme for teaching staff and the Local Government Pension Scheme (LGPS) for support staff.

Working Time

The School Teachers' Pay & Conditions Document does not specify working weeks for members of the leadership group and those on the pay range for leading practitioners. You will be required to be available for duty at reasonable times to undertake the professional duties assigned in accordance with the Document, throughout those days in the school year on which the teacher is required to be available for work.

Work Location

You may be required to work on a temporary or permanent basis at other academies within the Trust and within reasonable commuting distance of your home, as the Trust may require from time to time.

Probationary Period

Support staff who are newly appointed to the Trust are subject to a satisfactory probationary period of 6 months before they are confirmed in post as a Trust employee. Any staff within their probationary period are entitled to 1 month's notice on either side.

Continuous Employment

Under employment law, various employee rights are dependent on the period of continuous employment worked such as the calculation of annual leave entitlement, sick pay and maternity pay. At John Taylor MAT, continuous employment for this purpose starts on the earlier of the following dates:

1. the date of appointment; or
2. the start of your continuous employment in a previous post with a local authority or associated employer under the Redundancy Payments (Local Government Modification Orders).

You should also note that if you are dismissed on grounds of redundancy, your redundancy payment will be calculated by reference to your continuous employment with all local authorities and associated employers under the Redundancy Payments (Local Government Modification Orders). Any redundancy payment due will be calculated using the statutory provisions applicable at the point of dismissal.

Activities Outside Normal Working Hours

Any outside employment, either paid or unpaid, must not, in the view of the Trust, conflict or react detrimentally to the Trust's interests or in any way weaken public confidence in the conduct of the Trust's business.

Data Protection

The organisation will comply with the provisions of relevant UK data protection legislation. Job applicants can view the relevant Privacy Notice in the Supporting Information section of the Vacancies page on the JT MAT website (www.jtmat.co.uk).



Application Guidance

General Guidance for all Candidates

- Please complete the application form in full ensuring you have provided true and accurate information.
- If you are asked to provide a letter with your application form, it should be no more than 2 sides of A4 in size 11 font.
- Please note that CV's are not accepted. Only fully completed application forms are to be submitted for shortlisting.
- Please send your application form and letter of application (if required) to the email address specified by 12 noon on the date specified in the advert. Applications received after the closing date/time will not be considered.

After submitting your application

- If you have not received communication from John Taylor MAT inviting you for interview within 10 working days of the closing date of the post, you can assume that you have not been shortlisted on this occasion. We thank you for your interest in our organisation and would encourage you to apply for suitable vacancies in the future.
- Please note JTMAT does not provide feedback to applicants who have not been shortlisted for a post.

Safeguarding

- John Taylor MAT is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.
- All vacancies are subject to an enhanced criminal records check from the Disclosure and Barring Service, which will require you to disclose details of all unspent and unfiltered spent reprimands, formal warnings, cautions and convictions in your application form. Please review the Trust website for Safeguarding and Child Protection Policies.
- If you are shortlisted for this role, an online search will be carried out which may identify any incidents or issues that have happened and are publicly available online. We are required to undertake this due diligence to meet statutory safeguarding requirements.





Contact us



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