



# Seahaven Academy

The best in everyone™

Part of United Learning

## Teacher of Music, with additional subject Job Pack

**September 2024**

Application Pack and information for candidates



## **Contents**

Message from the Principal .....	3
Introduction to United Learning .....	3
Seahaven Academy .....	4
The Role .....	5
About You .....	5
What makes Seahaven Academy a great place to work? .....	5
Benefits .....	6
Ofsted Report .....	8
Job Description for Teacher .....	9
Person Specification for Current Opportunities at Seahaven Academy ....	<b>Error!</b>
<b>Bookmark not defined.</b>	
Person Specification for a Teacher .....	<b>Error! Bookmark not defined.</b>
Terms of Service .....	9
Diversity and Inclusion .....	15
How to Apply .....	17

## **Message from the Principal**

Thank you for your interest in coming to join us at Seahaven Academy. This is a really great time to become part of our community as we continue on our journey from ‘good’ to ‘exceptional’ after our second Ofsted inspection as an academy. We are a school with a proud history as part of our local community, but also one which is very firmly looking to the future and setting our sights on being not just a good school, but an exceptional school for the students in the Newhaven area.

Since becoming an academy, the students, staff, governors and parents have worked tirelessly to make Seahaven what we want for our students: a safe place to learn and succeed beyond all expectations. At Seahaven Academy we take safeguarding extremely seriously in all aspects of our school life and make excellent behaviour a priority in our school, committing to providing ‘disruption- free learning’ for all students. We believe that it is essential to take back those wasted moments staff spend on dealing with low level disruption and ensuring they are spent on teaching instead. We make no apologies for our no- nonsense approaches and strict routines, but instead combine these with the best pastoral care and support students could receive through our dedicated staff supporting every aspect of our students’ school life. Teaching and Learning is what we live, sleep and breathe at Seahaven. We believe that learning takes place both inside and outside the classroom and will always go ‘the extra mile’ to do whatever we can to allow our students to be successful, but without compromising our very high standards.

Sounds too good to be true? Come and take a look! We aren’t perfect, but we aim to be. We know where we are heading and we are aiming to get there with an enduring positivity and enthusiasm for our work. We understand that a good work- life balance is a key factor in getting the best from everyone, and have staff focusing on solving problems and embracing challenge. Staff morale is very high and we are a proud ‘no- moaning’ school. If you like the sound of our mission to transform the futures of all our students, then Seahaven may well be the team for you to join.

## **Introduction to United Learning**

United Learning is a group of schools which aims to provide excellent education to children and young people across the country. We seek to improve the life chances of all the children and young people we serve and make it our mission to bring out ‘the best in everyone’ – students, staff, parents and the wider community. Uniquely, our Group includes significant numbers of schools in both the public and the private sectors, working together for mutual benefit.

We provide a broad education, which prepares young people to progress in learning and to make a success of their lives. We focus sharply on the evidence of what makes it more likely that young people will progress and succeed, apply that to our practice and continue to learn

and develop our schools. We make it a priority to provide teachers with excellent professional support and development, so that every child receives an excellent experience.

Through being a group, we can offer more to both staff and young people than any single school could offer alone. The growing range of outstanding group-wide activities that we can provide will mean that more young people will have truly exceptional and inspiring experiences. Already, we believe that our Group contains the most developed relationships and practical interaction between independent and state schools in the country, creating benefits for all the schools involved.

Further information about United Learning is available at [www.unitedlearning.org.uk](http://www.unitedlearning.org.uk)

## **Seahaven Academy**

Seahaven Academy is an 11-16 school serving the community of Newhaven and surrounding areas. Following an inspection by Ofsted in November 2021, the school has again been judged as 'good' in all areas. The school has a spectacular position in very modern buildings above the coast, within easy reach of Eastbourne, Brighton and Lewes. Newhaven has the benefit of good bus and train services from surrounding areas directly to and from the town.

**At Seahaven Academy we have a very simple ethos: be ambitious, be determined, be the best! We have very high expectations of our students and of ourselves and are proud to be committed to fulfilling the United Learning mission of bringing out 'the best in everyone'.**

Our school is a vibrant yet calm environment in which students can fulfil their ambitions. We ensure that classes are disruption-free so that learning time is not wasted. We ensure students have every opportunity to be supported and extended when they most need it. We place a huge emphasis on literacy as the key to the wider curriculum. We enthuse, encourage, motivate, convince and cajole our students to be the best they can be. We underpin all our work with the very best student support and pastoral care. Seahaven Academy is a school with big ambitions and very high expectations. We expect our students to be leaders and drivers in our pursuit of excellence.

## The Role

For September 2024 we are looking to appoint an inspirational and innovative Teacher of Music, with the possibility of an additional subject to join our supportive and hardworking team. You will provide high quality teaching across the ability range at KS3 and KS4, using the excellent resources available to ensure there are high standards of learning and outcomes for all students.

This role is suitable for ECT's and excellent support is offered through our ECT programme.

As part of United Learning there are a wealth of resources available to you which are prepared centrally and **significantly reduce workload**. United Learning also provide support from subject specialists and other schools within the group.

Our staff are committed to honing their skills through coaching, Teaching and Learning communities and using evidence-based approaches to create expert lessons. We believe that 'Knowledge is Power'. We are currently using the Rosenshine principles and Teach Like A Champion to underpin our professional development and teaching through explicit/direct instruction.

The successful candidate can be sure of working with a team of extremely dedicated staff in a very motivating, forward-thinking environment. The school is committed to providing exceptional CPD at all levels including programmes for ECTs, recently qualified teachers and middle leaders.

We reserve the right to close this vacancy early if a suitable candidate is found.

## About You

The successful candidates must...

- Passionately believe that all children can achieve, no matter what their starting point, background or needs. Someone that does not make excuses for what children can achieve
- Have the highest expectations and standards
- Enthuse students with a passion for their subject and inspire them to achieve the best they can
- Be flexible and resilient with an unrelenting 'can do' attitude
- Be able to support and challenge whilst maintaining great relationships with both staff and students
- Be committed to personal and professional development

## What makes Seahaven Academy a great place to work?

- A continuously improving school with a passion for high expectations and high standards in all we do.

- Staff that are 100% committed to the school and students, that provide support and expertise to colleagues, with a very high staff morale.
- Strong leadership at all levels to support and challenge. “Staff are very positive about the leadership and management of the school. They say their workload is well supported through sharing resources and working cooperatively. Staff feel their professional needs are addressed very well. They are proud to work at the school”. (Ofsted, 2021)
- A robust behaviour system that enables teachers to provide “disruption- free learning” and gives students the ability to fulfil their potential.
- A focus on improving literacy and numeracy which enables students to achieve in all of their subjects through greater opportunities to develop these essential skills.
- The most fantastic location with incredible sea views and stunning sun rises, with both train and bus links providing an easy commute to the school
- A rapidly growing school where we are the first choice not only from Newhaven but surrounding areas, providing an excellent education for all of our students.
- Excellent ongoing CPD and career development across Seahaven Academy and United Learning
- Up to 9 INSET days per year, dedicated to subject knowledge development and planning/resource development
- Disruption free learning and a ‘warm-strict’ behaviour system
- A feedback policy focused on whole class feedback – no onerous marking policies

## Benefits

Working at United Learning and Seahaven Academy offers you an exciting array of benefits.

- An unrivalled opportunity to make a difference to a school and its community
- The opportunity to work with the fastest growing academy group in the country
- Excellent links with colleagues in local schools, the Local Authority and external agencies
- Collaborative planning with centralized, shared units of work and resources
- A great working environment with high staff morale and a strong sense of community
- United Learning payscale that is higher than the maintained sector
- A contributory pension scheme relevant to your role (including access to Teacher and Local Government Pension Schemes)
- Occupational sick pay
- United Learning has teamed up with Perkbox to offer you over 250 exclusive benefits, all through their easy-to-access platform and mobile app. Featuring a huge range of perks, from discounted cinema tickets and holidays, to money off meals out at restaurants and savings on food, gym memberships, technology and clothes shopping. They also offer salary sacrifice schemes such as Childcare Vouchers and Cycle to Work - which offer tax and NI savings on new bikes and nursery care. Visit [United Learning Careers > Why United Learning?](#)

- Staff wellbeing supported with an Employee Assistance Programme available to all staff and Mental Health First Aid trained on site staff

# Ofsted Report



Inspection of Seahaven Academy  
Haven Way, Newhaven BN9 9TD

---

Inspection dates: 10 and 11 November 2021

---

**Overall effectiveness** **Good**

---

The quality of education **Good**

Behaviour and attitudes **Good**

Personal development **Good**

Leadership and management **Good**

Previous inspection grade **Good**

## What is it like to attend this school?

Pupils benefit from an academic and challenging curriculum and strong pastoral care to help them achieve positive outcomes. The curriculum is designed to provide all pupils with skills and experiences that prepare them well for life in modern Britain.

Pupils like school. They are happy to be part of an ambitious and determined community. They value the broad extra-curricular offer. Visits to Tide Mills and Glyndebourne Opera have helped them better value their local community.

The school provides a calm and welcoming learning environment. Pupils appreciate it when their tutors read to them. They eagerly discuss social and moral issues arising from these stories. Year 11 pupils relish their weekly poetry workshops.

Pupils feel safe and they are safe. They respect themselves and other people. Pupils with special educational needs and/or disabilities (SEND) are fully integrated. The school is committed to raising aspirations and bringing out 'the best in everyone'.

Behaviour in class and around school is good. Bullying is rare and, when it does happen, it is dealt with quickly. Pupils' career aspirations are well supported. Links with post-16 providers are very strong. This ensures that nearly all pupils continue their education when they leave school.

**Full report can be accessed [Seahaven Academy > About Us > Ofsted](#)**

## Job Description for Teacher

<b>Hours of work:</b>	<b>22.5 to 37.5 per week</b> Mon to Fri, 8am – 4pm	<b>Contracted weeks:</b>	<b>52 weeks per annum</b>
<b>Supporting work/life balance:</b>	<b>8 INSET days</b> per year Term Time Only Part-time options available Centrally prepared United Learning resources available which <b>significantly reduce workload</b>		
<b>Reporting to:</b>	Head of Department	<b>Direct reports:</b>	None
<b>Remuneration Package: Job Family: Pastoral and Student Welfare &amp; Pay Band: Vocational, 2.</b>			
<b>Salary:</b>	<b>£32,850 – £48,050</b> per annum, pro rata for part-time appointments	<b>Employer pension:</b>	Teachers Pension Scheme

### Role Purpose:

- To undertake the role of teacher within an 11-16 setting to secure excellent progress and outcomes for all students.
- To provide students with the very best care through outstanding safeguarding and pastoral support.

In conjunction with the expectations of The Teachers’ Standards, the post holder will be expected to undertake the following:

### Main Duties and Responsibilities:

#### As a Classroom Teacher

- To set and maintain the highest of expectations for all students
- To prepare and lead challenging lessons which follow department schemes of work
- To provide a clear structure for lessons incorporating pace, motivation and challenge
- To identify and meet the learning needs of individual students
- To effectively plan for and deploy other adults in the classroom
- To record and use data on students’ prior and ongoing performance/learning characteristics so as to inform effective target setting and lesson planning, and to ensure excellent outcomes for all students
- To effectively assess, monitor and report on students’ progress according to department and school policy
- To effectively set and monitor homework and extension learning opportunities
- To contribute to all developmental and organisational priorities
- To contribute to the development and review of schemes of work
- To contribute to the review and updating of department policies and the
- To share and support whole school responsibilities for the personal and social development of students

- To create a safe working environment and to promote healthy living amongst the students
- To engage with parents/carers in matters pertaining to the progress and well-being of students
- To contribute to the school's enrichment and supported study programmes

**As a Tutor**

- To use all data and information received to monitor and support the overall progress, development and well-being of students
- To listen to student concerns and take action on safeguarding and pastoral issues as they arise
- To support the personal and social development of students
- To engage with parents/carers in matters pertaining to the progress and welfare of the students
- To monitor and respond to issues regarding the punctuality and attendance of students
- To keep the Key Stage Director informed of issues which might affect student welfare or achievement
- To undertake report writing and target-setting according to school policy
- To encourage students to participate in related enrichment and extension activities

**As a member of the Seahaven Academy staff:**

- To promote the ethos of the school and the United Learning group: the best in everyone
- To adopt a positive 'can-do', no-moaning attitude when faced with difficulties, working with line managers and teams to find solutions and strategies
- To develop positive working relationships with and between students and staff
- To play a full part in the Performance Development and Review process
- To engage with appropriate training opportunities to promote professional excellence in this role
- To implement all department and school policies and to contribute to their review as appropriate
- To support the school's self-evaluation process
- To undertake/ attend all directed time meetings/parents' evenings/ events and duties

This job description sets out the duties of the post at the time it was drawn up. Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot themselves justify a reconsideration of the grading of the post.

The Academy is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Successful applicants for people working with children and vulnerable adults will need to undertake a Disclosure and Barring Service (DBS) enhanced clearance for this authority.

## Person Specification

<b>Qualifications</b>		
Degree/equivalent	Essential	Application/Interview
PGCE/equivalent	Essential	Application/Interview
A higher-level degree	Desirable	Application/Interview
An understanding of current curriculum priorities at each key stage	Essential	Application/Interview
Excellent subject knowledge	Essential	Application/Interview
<b>Experience</b>		
Relevant teaching experience	Essential	Application/Interview
A track- record of contributing to excellent outcomes for students	Essential	Application/Interview
Evidence of raising achievement within the classroom	Essential	Application/Interview
Teaching experience in a range of settings	Desirable	Application/Interview
A track- record of contributing to excellent outcomes for students	Desirable	Application/Interview
<b>Skills and Ability</b>		
Positive behaviour management skills	Essential	Application/Interview
The ability to inspire and enthuse students with a love for the subject	Essential	Application/Interview
The ability to work as part of a team	Essential	Application/Interview
The highest professional standards and integrity	Essential	Application/Interview
A positive and cheerful personality and a ‘can do’, flexible attitude	Essential	Application/Interview
Sound organisational skills and the ability to work under pressure and meet deadlines	Essential	Application/Interview
A creative and innovative outlook	Essential	Application/Interview
Excellent written and oral communication	Essential	Application/Interview
Excellent interpersonal and listening skills	Essential	Application/Interview
<b>Personal Characteristics</b>		
The motivation to work with children and young people	Essential	Application/Interview
The ability to form and maintain appropriate relationships and personal boundaries with children and young people	Essential	Application/Interview
The emotional resilience to work with students and staff in a sometimes intense/ challenging but rewarding educational environment	Essential	Application/Interview
A commitment to attend appropriate training and development	Essential	Application/Interview
<b>Other</b>		

*The information contained above is to help colleagues understand and appreciate the work content of their post and the role they are to play in the organisation. It outlines the main duties and responsibilities of the post, but not every detail. Broad headings imply the inclusion of all the usual associated duties. This job description will be reviewed annually as part of the performance management process and may be subject to amendment or modification at any time after consultation with the post holder.*

We want the very best person for this position. If you are dynamic, hard-working, believe in holding the highest standards and subscribe to our view that all students and young people should be encouraged to 'be ambitious, be determined, be the best' we would love you to come and join us on our journey to be excellent in all that we do!

**The successful candidates will be able to:**

- Demonstrate the ability to be an excellent teacher or support staff member, with clear capacity to continue to improve and develop
- Show clear potential to progress in their career
- Possess a wide range of skills to support staff, students, parents and community on our journey towards excellence in all we do
- Display the skills, experience and ability to gain the confidence of students and staff
- Show professional presence, capability and clarity of expectations which will motivate and inspire others
- Share with us a clear sense of fun, energy, drive and passion
- Demonstrate a willingness to innovate and operate outside of the 'normal' expectations of a school and think beyond role and responsibility
- Communicate a desire to be 'the best' and they have the drive to pursue this
- Demonstrate a constantly positive engagement with students, challenge and manage their behaviour, encourage their attitudes and aspirations, whilst maintaining un-erring high expectation and focus upon mutually respectful positive relationships
- Show excellent knowledge of effective strategies to raise achievement and excellence in a teaching and learning or support staff role

## **Terms of Service**

### **Location**

The role is based in Seahaven Academy, Newhaven, East Sussex.

### **Term**

This appointment is based on a full time, permanent employment 1.0 FTE from September 2024.

### **Salary**

Applications welcome from all suitably qualified teachers. United Learning have their own pay scales for teaching staff that pays higher than the maintained sector. Teachers already on MPS/UPS pay scales will continue to be paid on the corresponding scale as per their previous employment. Applications are also welcome from early careers teacher (subject to relevant qualifications). If you have any queries regarding the matter please do not hesitate to ask.

### **Pension**

All staff will automatically be placed into the relevant pension scheme if appointed. If you do not wish to pay pension contributions, you can opt out and re-opt in at a later stage if necessary.

### **Probation**

Successful candidates will have a 6 months probation period, this supports new staff into their role. Staff will receive formal probationary reviews during this time (apart from ECT's that will have their own ECF reviews, as below). Appointments will be confirmed when this period has been completed satisfactorily.

### **Early Career Teachers (ECTs)**

ECT's benefit from a comprehensive induction support programme during their first two years of teaching as per the Early Careers Framework, this replace the previously known NQT induction period.

### **Important Dates for Recruitment Process**

Deadline for receipt of application	14 <sup>th</sup> April 2024	Contact for role information – <a href="mailto:HR@seahavenacademy.org.uk">HR@seahavenacademy.org.uk</a>
Shortlisting will be on	w/c 15 <sup>th</sup> or 22 <sup>nd</sup> April 2024	Contact for application and technical issues – <a href="mailto:Resourcing@unitedlearning.org.uk">Resourcing@unitedlearning.org.uk</a> .
Shortlisted applicants to be contacted by	Phone call/email	
Interviews on	w/c 15 <sup>th</sup> or 22 <sup>nd</sup> April 2024	

### **Performance Management Reviews (Performance Development and Review)**

The performance management cycle for all staff runs from September to September each year.

### **Pre-employment Checks**

All offers of employment are conditional subject to the following pre-employment checks

- enhanced DBS checks
- health checks
- obtaining two satisfactory references including one from a recent employer
- overseas checks where necessary – this would require obtaining a Certificate of Good Conduct from the country and potentially a Letter of Professional Standing
- all qualification certificates appropriate to the role - teachers will be required to show proof of teaching qualifications (i.e. QTS, degree, NPQH and other certificates) and Support Staff will be required to provide certificates of qualifications required for the role.
- proof of eligibility to work in the UK

- prohibition from management checks for any leadership posts

### **Safeguarding Children**

It is the responsibility of all adults working in the education service to safeguard and promote the welfare of young people and children. At Seahaven Academy our promise is to provide a safe environment for children and young people to learn by preventing unsuitable people working in the school. We are committed to ensuring that we are compliant with all of the necessary statutory provisions in order to make our promise a reality and expect all staff and volunteers to share this commitment.

Seahaven Academy operates a safer recruitment and child protection policy which can be found on the school website [www.seahavenacademy.org.uk](http://www.seahavenacademy.org.uk) or can be provided on request. Our policies provide clarification about the frameworks and effective application and review of the practices that we adopt. All successful applicants will be required to have an enhanced DBS and will be subject to List 99 checks before working with children unsupervised.

### **Travelling Expenses**

Candidates invited to interview who do not live in the southeast region (travelling over 100 miles) can claim for reimbursement of reasonable travelling expenses to the interview, up to a maximum of £50 per return journey.

### **Feedback**

Candidates are asked to note that Seahaven Academy is unable to provide feedback on applications at long-listing or short-listing stage. We can provide feedback at interview stage on request.

## **Diversity and Inclusion**

No employee or job applicant will receive less favourable treatment on the grounds of age, colour, disability, ethnic (or national) origin, gender, marital status, political opinion, religious belief, sexual orientation, trade union activity or any other irrelevant factor, or be disadvantaged by any condition or requirement which cannot be shown to be justifiable.

### **Disability**

Applications from people covered by the Disability Discrimination Act 1995 are welcome. Any disabled applicant who meets the minimum selection criteria will automatically progress to the next stage of the recruitment process, which may be an assessment or interview.

By 'minimum selection criteria' we mean that you must provide us with evidence in your application form that you meet the level of competence required for the qualifications, knowledge, skills or experience defined as essential. If you have any questions please do not hesitate to contact us.

The term disability is defined in the Disability Discrimination Act 1995 as a physical or mental impairment which has a substantial and long-term effect (that has lasted or is likely to last for a period of twelve months or more) on the ability to carry out normal day-to-day activities.

If you think you have a disability but are unsure, then you may wish to consult your doctor before completing the relevant section on the application form.

Where a disability is declared we will make all reasonable adjustments to accommodate your needs. A false declaration of a disability to obtain a guaranteed interview, which results in employment, may invalidate your contract of employment. The selectors and assessors will not have access to the information provided.

### **The Rooney Rule**

Seahaven Academy uses the Rooney Rule and encourages applications from all ethnicities to join our school and community.

### **Nationality**

This vacancy is open to United Kingdom, European Economic Area or Commonwealth nationals, provided you have the right to live and work in the UK under normal immigration rules.

### **Staff Wellbeing**

Seahaven Academy is committed to supporting staff wellbeing, with on site Mental Health First Aid (MHFA) trained staff and an Employee Assistance Programme available to all staff. Resources are available to manage workload, physical and mental health

**Data Protection**

Seahaven Academy will record the information given for the purposes of recruitment and selection monitoring. The information will be processed for the purposes of HR administration, statistical evaluation and in some cases for local and national government returns.

Further Information about Seahaven Academy can be found at [www.seahavenacademy.org.uk](http://www.seahavenacademy.org.uk).

## How to Apply

Ensure that you read all of the guidance provided before completing the application.

Please note we DO NOT accept curriculum vitae as the sole means of application as they do not contain all of the necessary information we require.

When applying for a role it is important that you demonstrate how your skills, knowledge and experience match the person specification. You will be given the opportunity to provide examples in the personal statement section of the application form. **Applicants who do not give specific examples will not be short listed for an interview.**

**We cannot accept applications with missing information.**

To help us monitor equal opportunities please complete the Equal Opportunities Form at the back of the application form. Completion of the form is not compulsory it will be used for confidential statistical monitoring purposes to inform equal opportunities and outcomes for all of our staff. The form will not be available to those involved in the selection process and will make no difference to how the application is treated.

All jobs advertised externally will be posted through the United Learning website. The link is provided in the job advertisement and Seahaven Academy website. **All applications should be completed online via the school website located under Staff vacancies**, should you experience any difficulties to complete this, please contact [Resourcing@unitedlearning.org.uk](mailto:Resourcing@unitedlearning.org.uk).