

Job Title: Trust Subject Lead - English  
Application Pack

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# Staff Prospectus







## Welcome from John Winter, CEO of Weydon Multi Academy Trust

As CEO of the Weydon Multi Academy Trust (WMAT) I am delighted in your interest in applying for this important role in our organisation. Our Trust was formed in April 2017; it resulted as a consequence of a group of local Headteachers wanting to work together to create even better opportunities for the students and staff.

We are currently seven schools, three special schools and four secondaries within the Farnham and Haslemere area. As a Trust, we are very positive about the difference we are making. As individual schools it is important that we retain the local context and identity of our unique academies, however, we are 'Stronger Together' and joining one of the academies means that you will also have the benefit of working with colleagues across our Trust. The benefits of working together and the support that you will receive will ensure that, in your career with WMAT, you will develop not only the children but also yourself and colleagues.

Our ambition is clear; to make WMAT a Trust that is outstanding both for the students that learn here and also for the staff who work with us. All our academies are full and oversubscribed; a glowing endorsement of our success.

Thank you for your interest in this position. I love being part of WMAT. I am inspired by the brilliant people I work with. Why not make an application to be part of a really positive organisation? I am very much looking forward to meeting and working with you.

John Winter  
CEO



## About Our Trust



We are now four secondary schools, and three special Schools:

- Abbey School
- Farnham Heath End School
- Ridgeway School
- Park School
- Rodborough School
- Weydon School
- Woolmer Hill School

Our schools have their own Principal and Local Governing Body and are encouraged to develop their distinctive character, ethos and values within the communities they serve. We are committed to enabling each school to flourish within a culture of collaboration, challenge and mutual support. The schools enjoy excellent reputations in the local area for examination success and the breadth of educational opportunities provided.

### Admissions

Students come to our school from a number of partner schools, with whom we work closely to ensure a smooth transition. Currently, at 16, students move on to Farnham, Alton, Farnborough, Godalming, Guildford Colleges or Woking College as well as other specialist provision.

### Care and Guidance

All of our schools use trained counsellors, nurses and child protection teams to support the students and staff within our schools.

We believe in the personalised learning agenda. Every school in our Trust delivers a bespoke curriculum to ensure that all students are equally supported and challenged in their learning.

[www.fhes.org.uk](http://www.fhes.org.uk)

[www.abbey.surrey.sch.uk](http://www.abbey.surrey.sch.uk)

[www.ridgeway.surrey.sch.uk](http://www.ridgeway.surrey.sch.uk)

### Secondary Curriculum

Some of our schools offer an opportunity for students to follow AS courses and as a MAT we have the capacity to deliver small group vocational packages. Curriculums are managed at individual school Level.

### Special School Curriculum

The overall intent of each school is to allow students the ability to lead an independent adult life and the curriculum is tailored to meet their potential.

You can visit the school websites to find more details.

[www.woolmerhill.surrey.sch.uk](http://www.woolmerhill.surrey.sch.uk)

[www.veydonschool.surrey.sch.uk](http://www.veydonschool.surrey.sch.uk)

[www.thepark.surrey.sch.uk](http://www.thepark.surrey.sch.uk)

[www.rodborough.surrey.sch.uk](http://www.rodborough.surrey.sch.uk)





## VISION AND VALUES

To provide an Inspiring Educational Experience for all students which is beyond their expectations and therefore forms the foundation of a happy and fulfilled life.

## OUR AIMS AND OBJECTIVES

- We are inclusive
- We are relentless in our desire to improve
- Our academies are safe, positive and joyous environments built on relationships that are respectful and supportive
- We want our students to lead happy and fulfilled lives leading to them achieving well and being successful
- Our students will be in the top 5% nationally for progress because of a well-planned, broad and balanced curriculum.
- Excellence in learning and teaching is achieved through our Flow Learning strategy and is embedded through curriculum design
- Our School improvement systems focus on what matters: staff development, teaching and learning, curriculum design and governance
- Our Academies maintain their own identities but are improving faster than if they worked in isolation. We share good practice freely.
- Our professional development is outstanding. A high priority is given to developing teachers through the early careers framework and teaching and leadership development.
- Use of high quality data and KPIs drives Quality Assurance and Financial systems.





# Investing In You

## What you can expect

Our excellent staff make us what we are. If you apply and are successful, regardless of your role, you will be supported through our extensive CPD programme organised in conjunction with our teaching schools. Regardless of your experience you will have a range of opportunities to ensure you are always improving and learning.



### Staff Benefits

- WMAT pay scales are above those recommended at national level.
- Staff accommodation (subject to availability)\*.
- State of the art facilities and working environment.
- Interest free loans to purchase travel season ticket or access to the Bike to Work Scheme.
- Staff social areas and work rooms.
- Access to gym and sports facilities either on site or at a local club with a discounted rate.
- Staff sport, exercise and yoga classes.
- Staff Association to organise social events, gifts etc.
- Paid lunch duties and free lunch for duty staff in school restaurant.\*
- Free staff refreshments at break times.
- Generous health and sickness cover.
- Career opportunities within each academy across the WMAT organisation through to senior leadership level.
- All staff are auto enrolled in generous pension schemes; either Teachers Pensions Scheme or Local Government Pension Scheme.
- Full induction programme including extensive safeguarding and health & safety training.
- Professional development opportunities which include bursaries to fund further study

### Associate Staff

- Career opportunities across the WMAT.
- An appraisal system which you lead and allows you to develop your specific skills and takes into account the diversity of supporting roles across the WMAT.
- Bespoke CPD programmes within each academy.
- Opportunities to meet and collaborate with others undertaking similar roles within the WMAT.

### For NQTs

You will be part of either the i2i or the Innovation Teaching School group which provides the following:

- Full induction programme before day one.
- A full year's programme including weekly meetings with a focus on Teaching & Learning and professional standards.
- An assigned professional mentor or coach.
- A subject mentor.\*
- An online community through which you can benefit from shared ideas and teaching strategies.
- Developmental lesson observations.
- Access to our online professional development resources.

### Experienced Teachers

- Career opportunities across the WMAT.
- Involvement in the WMAT Subject Architects group, developing passion in your subject\*.
- Specialist training in SEND.
- Joining a MAT with a clear T&L policy - Flow Learning.
- Bespoke CPD programmes within each academy.
- Work with trainee teachers within our two Teaching Schools and SCITT.

### Middle and Senior Leaders

- Opportunity to gain NPQML, NPQSL and NPQH qualifications through our Surrey Teaching School Network.
- WMAT coaching and mentoring.
- Join WMAT senior leaders forum and network opportunities.

\*Not available at every WMAT Academy





#### Members



Peter Brinsden



Swati Wills



Christopher Kirk



Professor  
Roni Brown



David Gill

#### Trust Team



John Winter  
CEO Accounting Officer



Mark Sharman  
Executive Director of  
Academy Improvement



Louise Buckley  
COO



Elaine Felton  
Clerk



Lou Iles  
Director of Science  
WMAT



Katherine Lockett  
PA to Executive Team



Kirsty Kemp  
Director of Finance



Neil Butcher  
Consultant

#### Trustees



Peter Brinsden  
Chair of Trustees



Mark Rosling  
Vice Chair of Trustees



Vicki Nixon



Julie Fisher



Charlotte Hurst



Rob Williams



Ralph Johnson



Chris Hyland



Sue Whelan

For further information visit our website or email us:

[www.weydonmat.com](http://www.weydonmat.com)







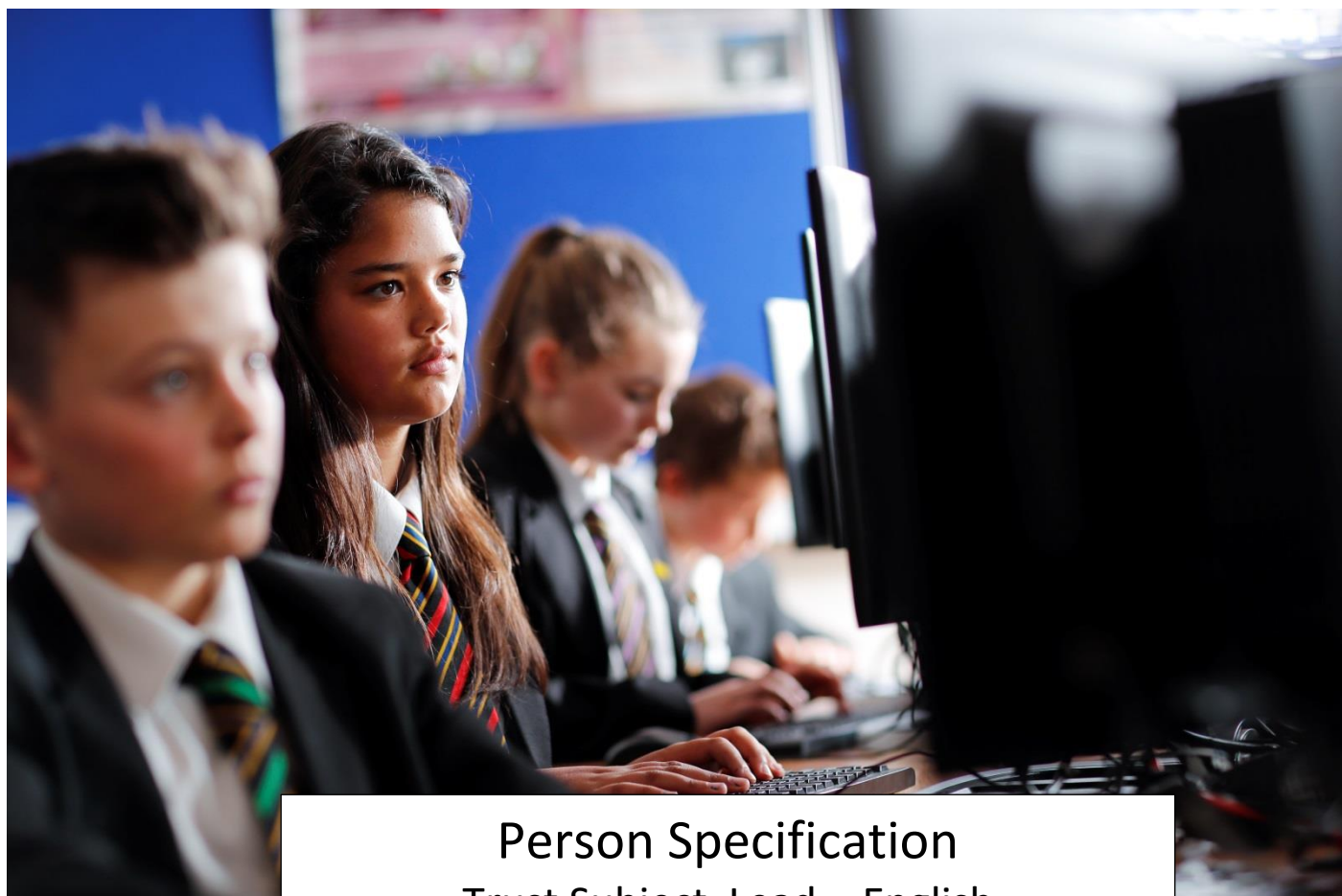
## Trust Subject Lead - English Job Profile

<b>Job Title</b>	<b>Trust Subject Lead - English</b>
<b>Responsible to</b>	<b>Executive Director of Academy Improvement (EDAI)</b>
<b>Location</b>	<p>Teaching in one of our secondary schools for 3 days and working with secondary leaders, teachers and students across our Trust for the remaining 2 days.</p> <ul style="list-style-type: none"> <li>• Farnham Heath End</li> <li>• Rodborough</li> <li>• Woolmer Hill</li> <li>• Weydon</li> </ul> <p>Travel required (own car is essential)</p>
<b>Key responsibilities</b>	<p>As a member of the central team you will work with subject leaders in the 4 secondary schools of our Trust to drive the continuous improvement of standards of attainment and achievement in English.</p> <ul style="list-style-type: none"> <li>• Ensuring that expectations of the achievement of students in English across our Trust are sufficiently ambitious.</li> <li>• Ensuring that the intent, implementation and impact of the English curriculum is coherent, is clearly articulated and realised in all 4 of our Trust's secondary schools.</li> <li>• Leading on development of assessment in English across the secondary schools.</li> <li>• Monitoring and evaluating the work of the English departments and building their capacity to improve through coaching, mentoring and professional learning.</li> <li>• Delivering masterclasses to students, and on occasion support the time-limited delivery of lessons to examination groups as the need arises in our Trust.</li> </ul>
<b>Key accountabilities</b>	<p><b>Curriculum, teaching, learning and assessment</b></p> <ul style="list-style-type: none"> <li>• Lead development of shared FLOW curriculum and schemes of learning across our Trust.</li> <li>• Collaboratively identify best practice teaching for each lesson in a scheme, ensure lesson resources are shared, teachers are sufficiently trained in delivery and that evaluation leads to continuous improvement.</li> <li>• Carry out robust evaluations, including peer reviews, of the curriculum and teaching and learning of English.</li> </ul>

	<ul style="list-style-type: none"> <li>• Determine a robust assessment strategy which ensures the generation of accurate and reliable data.</li> <li>• Lead the critical analysis of key assessment data at all Key Stages and draw up moderation reports and action plans with each School Subject Leader to support further improvement.</li> <li>• Improve the quality and quantity of on-line materials which are accessible to staff and students and support the ongoing challenges of blended learning.</li> </ul> <p><b>Student Performance</b></p> <ul style="list-style-type: none"> <li>• Where necessary deliver lessons to key exam classes for a time limited period.</li> <li>• Determine and contribute to a English intervention strategy to support underachieving students at all Key Stages.</li> </ul> <p><b>Team Development and Professional Learning</b></p> <ul style="list-style-type: none"> <li>• Create a Trust subject team ethos through both formal and informal forums.</li> <li>• Create a cross Trust culture of dialogue and discussion to facilitate the sharing of excellent pedagogy and practice in secondary English.</li> <li>• Model and disseminate effective practice through the leadership of a English network and delivery of English curriculum events for all teachers of secondary English in our Trust.</li> <li>• Coach and mentor Subject Leaders and other subject staff to build constructive and positive relationships in order to support improved performance.</li> <li>• Determine and implement the bespoke support required to improve the standard of teaching and learning of English.</li> <li>• Contribute to the delivery of professional learning to all secondary SCITT, PGCE and NQT English teachers in our Trust.</li> <li>• Build external contacts with universities, subject associations, exam boards, research hubs and other bodies to stay fully up to date with key developments and cascade relevant and pertinent information to subject leads and teachers.</li> <li>• Use relevant research, case studies and other qualitative data to benchmark our Trust's practice against best practice locally, nationally and internationally.</li> <li>• Maintain appropriate records of visits and discussions with subject leads to ensure high levels of accountability to the Executive Director of Academy Improvement.</li> </ul>
<b>Training</b>	Successful candidates are offered a comprehensive onboarding and induction programme upon commencement of the role.
<b>Additional Duties and Responsibilities</b>	<ul style="list-style-type: none"> <li>• To support and encourage the Trust's ethos and its objectives, policies and procedures as agreed by the Trustees and Central Team.</li> <li>• To uphold the Trust's policy in respect of child protection matters.</li> </ul>

<b>Salary</b>	Leadership Range: Leadership Pay Spine (Competitive).
	<p>This Job Profile is intended to provide guidance on the range of duties associated with the role. It may be changed by the WMAT Central Team to reflect or anticipate changes or to undertake additional duties as required by the CEO.</p> <p>The role is subject to Enhanced DBS Clearance, Medical Clearance and Satisfactory references.</p>





Person Specification  
Trust Subject Lead - English



# Person Specification

## Trust Subject Lead - English

Job Title: Trust Subject Lead - English		
	Essential	Desirable
<b>Education and Training</b>		
Degree (2.2 or above) and have Qualified Teacher Status (QTS)	✓	
Grade C (Level 4 or above) in GCSE English and English Literature	✓	
Evidence of commitment to continuous professional development	✓	
Evidence of further study		✓
<b>Professional and Experience</b>		
A proven track record in achieving success with students across all abilities, backgrounds and experiences	✓	
The ability to teach outstanding lessons which deliver sustained and rapid progress	✓	
Excellent subject knowledge at Key Stage 3 /4 and an understanding of the pedagogy that underpins it	✓	
Analytical skills which enable the post holder to correctly identify the key pedagogical skills to be developed, focusing on the ones that will have the most impact	✓	
Current specialist subject knowledge to enable the post holder to support English teams in developing their curriculum	✓	
A deep understanding of the key elements of an outstanding English teaching and the ability to communicate these effectively to colleagues	✓	
Using data to inform planning and future developments	✓	
Monitoring, evaluation and review to support improvements/improved outcomes	✓	
Experience of working with teaching colleagues to improve their classroom practice	✓	
Confidence and flexibility to work effectively with colleagues, and credibility in the eyes of other professionals	✓	
Able to find solutions and make rational, well informed and pragmatic decisions	✓	
Understanding of developments in English at Key Stage 2 and Key Stage 5		✓
Experience of system leadership (or school-to-school support) in current position or beyond		✓
<b>Personal Attributes</b>		
Positive and solution focused with a flexible approach to work	✓	
Self-motivated and proactive	✓	
Energy and resilience	✓	
The ability to plan own work schedule	✓	
Initiative and the ability to work independently	✓	
Reflective and keen to develop self and others	✓	
High levels of integrity, able to ensure confidentiality	✓	
Able to influence and inspire confidence and trust	✓	

Good communicator both orally and in writing	✓	
Ability to coach, train and develop others	✓	
Excellent interpersonal skills including the ability to form rapport and build good working relationships with others	✓	
The ability to maintain and form appropriate relationships and personal boundaries with children and young people in line with the WMAT Safeguarding and Child Protection Policy and the WMAT Staff Code of Conduct	✓	

## How to Apply

External candidates should complete the application form fully and give details of all employment, training and gaps in employment since leaving school to the present day. The Supporting Statement is an instrumental part of our shortlisting process. Please refer to the guide below on how to complete this.

Internal candidates are only expected to submit the Supporting Statement with a short cover letter.

### Additional Application Information:

As part of the application form you will complete a Supporting Statement. Please ensure this is a maximum 2 sides of A4 and addresses the following points:

- What you consider to be the opportunities of the post and your relevant experience and impact so far.
- What contributions you could make to teachers' and students' development within our Trust.
- The areas of strength and expertise you have to offer linked to the person specification.

### Shortlisting

The panel will shortlist based on those applicants who best meet the criteria for the post as outlined in the Person Specification.

### References

We request references for all candidates who are invited to interview. Referees should be provided from your current and last employment. If you are currently working in education, please note that your first referee must be the Headteacher/Principal of the school(s) that you are currently employed with.

No job offer will be made without the receipt of two satisfactory references.

Applications should be submitted to Mrs Clare Hancock, WMAT HR Lead  
[chancock@woolmerhill.surrey.sch.uk](mailto:chancock@woolmerhill.surrey.sch.uk)

The closing date for applications is Thursday 13<sup>th</sup> May 2021 at 4.00pm.  
Interviews will take place week commencing 17<sup>th</sup> May 2021.

*We reserve the right to research applicants on social media platforms and the internet. Our Trust may take this into consideration during the recruitment process.*