



GENERAL BACKGROUND INFORMATION

Walton High opened in 1999 with 120 Year 8 students. Since then the school has grown significantly and now has over 3,000 students on roll, including 500+ Post 16. The school has an excellent reputation and is consistently oversubscribed.

In November 2016, Walton High expanded onto a second campus that is two and half miles away from the Walnut Tree Campus at Brooklands. The Brooklands campus opened with 270 students across Years 7 – 9 and now has over 1,200 students in Years 7 – 13 which will grow year-on-year to c.1,600.

Walton High is the largest secondary school in the country, ensuring excellent opportunities for the career progression of staff.

A single system of governance, organisation, leadership and management operates across both campuses.

In 2011 the Governors of Walton High founded Milton Keynes Education Trust with the following aims:

Milton Keynes Education Trust Statement of Aims

The educational aims and objectives of Milton Keynes Education Trust (MKET) are based on our commitment to securing social justice through high quality education that promotes inclusion and embraces diversity.

The Trust aims to **enhance** and **enrich** the lives of children and young people by **enabling** them to make the most of outstanding learning opportunities within and beyond the curriculum; instilling an appreciation that there are **no limits** to what they can achieve and developing the attributes needed to successfully shape and respond to the future.

A clear secular moral framework will promote honesty, integrity, tolerance and respect as well as an appreciation of individual and collective responsibility.

In this way we will bring out **the very best** in our children and young people.

We will realise our aims and secure sustainable school improvement through high quality transformational leadership, professional development and collaborative partnerships.

The schools that are currently part of Milton Keynes Education Trust are:

- New Chapter Primary School, Coffee Hall, Milton Keynes
- Heronsgate School, Walnut Tree, Milton Keynes
- Kents Hill Infant School, Milton Keynes



The creation of the multi-academy trust has enabled more cross phase working and the schools within the partnership have pooled resources to provide additional educational services to support children's learning, e.g. Educational Psychologist, Education Welfare Officer and Speech and Language Therapists.

WALTON HIGH'S APPROACH TO LEARNING AND TEACHING

Walton High is committed to making personalised learning a reality. Our flexible and varied curriculum is an essential foundation for this, providing as it does personal learning pathways which are challenging, relevant and significant.

Personalised learning and teaching is a commitment to ensuring **all learners** reach or exceed expectation, fulfil early promise and develop latent potential. At the heart of personalisation is the expectation of participation, fulfilment and success. Personalised learning sets ambitious objectives, challenging personal targets, rapid intervention to keep students on trajectory and rigorous assessment to check and maintain progress.

Core components of personalised learning are:

Developing students' capacity to learn - by building the confidence and capacity of the learner and developing personal skills and strategies to enable self-management and self-direction

Teaching and Learning strategies that actively engage and challenge learners - Walton High's approach to lesson planning ensures all the key elements of outstanding learning are considered to enable quality first teaching

Assessment for Learning - the process of seeking and interpreting evidence to decide where students are in their learning, where they need to go and how best to get there

VICE PRINCIPAL – Pastoral

As a result of the retirement of the school's Pastoral Director, Walton High is seeking an inspirational and motivational Vice Principal to join our senior leadership team.

Walton High, the founding school of Milton Keynes Education Trust, wants colleagues who wholeheartedly support our aims of enhancing and enriching the lives of young people by enabling them to make the most of outstanding learning opportunities within and beyond the curriculum, instilling an appreciation that there are no limits to what they can achieve and developing the attributes needed to successfully shape and respond to the future.

The successful candidate will be an excellent leader who is ready for a new challenge; they will also be keen to make a difference for all students in a truly comprehensive setting. S/he will be an engaging, visible leader, one who will win the respect of staff, students and parents. The person appointed will be able to demonstrate strategic leadership and management skills and have the drive and ambition to take Walton High through its next stage of development. Above all the person will be energetic, resilient and good humoured.

Job description:

The Vice Principal will:

- Have overall leadership responsibility for student behaviour, attendance and welfare systems within the school
- Design and implement strategies that ensure the highest standards of conduct across both campuses which promote positive attitudes to learning, including a Rewards programme
- Design and implement strategies that promote student welfare, that are highly effective at removing barriers to learning
- Design and implement strategies to promote excellent attendance and punctuality for all groups of students
- Ensure all teachers have highly effective classroom management, providing support and challenge as necessary
- Ensure all support staff have the skills needed for positive interactions with students
- Lead the management of student disciplinary incidents, making recommendations to the Executive Principal regarding exclusions and facilitating the process of student re-integration
- Perform the role of Designated Safeguarding Lead
- Ensure all staff have highly effective safeguarding training which is compliant with latest guidelines and reflects best practice

- Monitor the impact of the strategies designed to promote the highest standard of student conduct, attendance and welfare
- Establish excellent links with external agencies, e.g. alternative provision, CAMHS, Attendance Legal Intervention Officer, Social Services
- Provide well-informed advice regarding national developments in the field of behaviour, attendance and welfare
- Actively participate as a member of the strategic leadership team and deputise for the Principals as and when required
- Assist in the oversight and management of the day-to-day organisation of the school
- Coach and mentor staff
- Direct and appraise the work of key staff, e.g. Pastoral Managers, Attendance Officers,
- Model the highest professional standards to staff and students
- Any additional duties that the Executive Principal may reasonably request for the effective leadership and management of the school

The successful candidate will work across both campuses

Person Specification

A = application | R = reference | I = interview process

CRITERIA	ESSENTIAL	DESIRABLE	ASSESSED
QUALIFICATIONS			
Good honours degree	✓		A
Qualified teacher status	✓		A
Evidence of continuing professional development	✓		A
Postgraduate qualifications		✓	A
KNOWLEDGE AND SKILLS			
Clear vision of pastoral excellence at Walton High	✓		I
Knowledge of effective strategies to promote excellent behaviour, attendance and student welfare	✓		A R I
Ability to manage innovation and change	✓		A R I
Effective communicator at all levels	✓		A R I
Strategic thinker	✓		I
Clear working knowledge and understanding of current Ofsted framework	✓		I
TEACHING AND LEARNING			
Ability to devise and implement strategies for raising achievement	✓		A I
Clear understanding of different models of teaching and learning, including classroom management	✓		A I
Outstanding classroom practitioner	✓		R I
Clear understanding of assessment procedures	✓		I
Ability to recognise and encourage excellent practice	✓		I
LEADERSHIP AND MANAGEMENT			
Recent experience in senior leadership	✓		A R
Ability to develop, empower and sustain teams and individuals	✓		A R I
An understanding of the principles of effective management, delegation and organisation	✓		A R I
Experience of managing a budget	✓		A I

CRITERIA	ESSENTIAL	DESIRABLE	ASSESSED
Ability to use data to support, monitor and improve outcomes	✓		R I
Experience of effective school evaluation	✓		A R
Experience of successful collaborative working	✓		A R I
Flexible approach to working	✓		R I
PERSONAL QUALITIES			
Excellent interpersonal skills	✓		R I
High expectations and aspirations	✓		R I
Motivation and drive	✓		R I
Ability to work under pressure and meet deadlines	✓		R I

Walton High was established with the intention of innovating, continually drawing on best practice and being open-minded to new ideas and situations. We are genuinely interested in distinctive and dynamic methods of teaching and learning.

Dress Code

Principles

Walton High recognises the importance of personal appearance in setting high expectations and a positive tone. This is reflected in our Dress Code for staff and students.

Practice

All members of staff at Walton High follow a professional dress code. The formal standard of dress required of students has implications for how we as staff dress.

Male staff are expected to wear a jacket and tie when working with students in a classroom context. Similarly, whilst business suits are not essential for female staff, a similar level of smartness is expected. Extremes of fashion in clothes, hairstyle and jewellery should be avoided. In warmer weather the Principal may inform male staff that jackets and ties are not necessary. All staff should ensure that in warmer weather they are still suitably attired in smart professional dress, this means that flip-flops, short skirts and cropped tops / trousers and shorts should not to be worn.

General Requirements

All school based posts are defined as Regulated Activity and therefore the post is subject to an Enhanced with Barred List DBS check.

All employees are expected to share this commitment, to follow MKET's safeguarding policies and procedures and to behave appropriately towards children and vulnerable adults at all times, both in work and in their personal lives. All staff must follow the MKET Code of Conduct.

Commitment to uphold MKET's Equality and Health and Safety policies.

All staff must have an understanding of the requirements of Data Protection and confidentiality in the workplace.

Walton High's Senior Team

