

CAMPSMOUNT ACADEMY

Recruitment Pack



Position: Learning Mentor

'Something very special is happening
in this school.....'

'Lead Inspector, Ofsted Sept 16'





CAMPSMOUNT

A Co-operative Academy

RECRUITMENT INFORMATION PACK

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15 January 2018

Dear Applicant,

Thank you for your interest in this exciting position of Learning Mentor at Campsmount Academy. The role is wide and varied and the successful candidate will have the opportunity to have a positive impact on many young people's lives. Within this application pack you will find a job description and person specification, as well as information on the Academy and how to apply. I would strongly encourage you to visit our Academy website on www.campsmount.com and our twitter account @CampsmountAcad, to see up to date information on life at Campsmount.

The successful applicant will be assured of a well-considered induction to the Academy and support for your own professional development. We are looking for a person who is fully committed to making a difference, who has energy and determination, and wants to be part of a school where 'something special is happening' (Ofsted 2016).

Everyone at Campsmount has a key role in our aim to become 'a truly great school' and our school values of 'Ambition, Responsibility, Community and Pride' are at the centre of all we do. You will join staff at the Academy whom visitors unanimously comment on positively, highlighting their professionalism, friendliness and absolute commitment to our students. We are very much a school at the heart of the community and as such, staff turnover is very low and 'relationships between pupils and adults is impressive' (Ofsted 16).

You would be joining Campsmount at a very exciting time in its development. We have become oversubscribed due to the significant success over the last few years and students at the Academy share this ambition. Despite this success we continually look for ways of becoming even better and all staff aspire to this.

We hope that you feel Campsmount will be the right school for you and you intend to apply for the role. We believe that it is a great place to work and that you will find this role rewarding and enjoyable. We would encourage you to arrange a visit to Campsmount to meet all of the team.

Yours faithfully,

Adam Dale



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GENERAL INFORMATION FOR CANDIDATES

'Something very special is happening in this school'
Ofsted Lead Inspector 2016

Campsmount is situated in the village of Norton, approximately 10 miles North of Doncaster on the border of West and North Yorkshire and with easy access to both the A1 and the M62. Our catchment area includes Norton and the ex-mining communities of Askern and Campsall, with students also travelling from more rural communities in North, West and South Yorkshire.

The 'highly recommended' Academy benefits from a very attractive site which includes excellent sports facilities, including floodlit all weather courts. In 2012 we moved into our superb new building that provides outstanding facilities for staff and students.

Campsmount is a Single Academy Trust within a very supportive community. We are committed to providing a high quality education for students, regardless of ability, and we offer a wide range of learning experiences that will inspire, engage and motivate all learners, leading to success and achievement.

The Academy has had much recent success and as a result is oversubscribed on entry into Year 7. A very recent Ofsted in September 2016 rated the school 'Good' in all areas with 'Outstanding' behaviour. Alongside this, the school gained its best ever results at GCSE in 2016, being one of the most improved schools nationally, whilst vocational results in the Sixth Form are in the national top 4%. The lead inspector stated that 'something very special is happening in this school'.

Despite this success we are committed to becoming a 'truly great school' in every aspect and we believe that quality teaching first will ensure students make excellent progress. We pride ourselves on the atmosphere and ethos around the Academy and inspectors commented that 'the quality of relationships between pupils and adults is impressive'. Our expectations of our students and also ourselves are high, and as a result we are looking for a particular individual who can meet these expectations.

Please look at our website for further information: www.campsmount.com. As well as our very active twitter page @CampsmountAcad. I hope you will consider joining us at this exciting time in our development and see for yourself what is 'special' about Campsmount.



Campsmount Academy – The Next 3-5 Years



“Our Vision is to maximise the life-chances of every young person who attends Campsmount by developing effective 21st century learners”

Our Journey.....

Secondary schools are complex places: however, our journey is actually very simple. Students arrive in year 7 with energy, hope and expectations and leave at 18 as young adults, fully prepared to take their place in our ever changing world. Academic qualifications are a key element to this, but the 21st century requires individuals who are creative, resilient, entrepreneurial and of well-rounded character. Our values must underpin all that we do towards this vision and also shape our core business which is the 'business of learning'. Students will leave us as citizens who are well balanced, well qualified, confident and resourceful, ready to make a positive impact in and on our community.



Our Values.....

As a Co-operative academy we are committed to the Co-operative values as well as the values represented in our School badge. These values help shape everything we do as a school and create a learning environment which will challenge our students to stretch themselves academically, be socially responsible and be a valued member of our community.



...COMMUNITY



...PRIDE



...AMBITION



...RESPONSIBILITY

Our Students.....

As 21st Century learners our students will be THE major stakeholder in our school, co-constructing the curriculum, having a voice in shaping its future, leading diversity, engaging with local, national and global communities and leading the challenge of raising aspirations for all.



Students show sense of **COMMUNITY** by:

- Contributing to supporting others through charity work and altruistic behaviours.
- Having a moral awareness and appreciating how their actions impact on those around them.
- Celebrating the achievements of everyone in the school.
- Appreciating the learning environment and acting as ambassadors for the school.



Students take **PRIDE** in Camspmount by:

- Representing themselves and the school in wider learning experiences.
- Shaping the future of the school.
- Encouraging all to embrace healthy and safe lifestyles.
- Respecting themselves and others.



Students have real **AMBITION** by:

- Setting high targets for themselves.
- Having high expectations of themselves and others.
- Learning about different pathways and futures for themselves.
- Being outward facing and embracing global opportunities.
- Engaging in and promoting positive lifelong learning activities.



Students take **RESPONSIBILITY** by:

- Learning to value and celebrate diversity through curriculum and wider learning opportunities.
- Being seen as role models for younger students and supporting their academic and social development
- Knowing how to achieve their goals and demonstrating the initiative and independence to reach them.
- Embracing challenges and persevering when finding this difficult.



Our Aims.....

Our AIMS for Campsmount have been based on the business philosophy of think big, act small, move quickly. We must be highly ambitious for our students while at the same time realising effective and sustained growth requires small steps and strategic planning. Our aims will provide the framework for growth over the next 3-5 years and our annual School Improvement Plan (SIP) which will address our short term goals. These plans, of course, will be reviewed and updated regularly to reflect our accurate self-evaluation across each area of the school.

1. To ensure high quality education for the Campsmount community where provision is consistently good or better.
2. To improve the achievement of ALL students across the academy and ensure consistency across all subject areas and Key Stages.
3. To ensure the quality of teaching and the curriculum is inspirational and accelerates students learning and progress.
4. To ensure that all students can access high quality education and develop skills for their next steps.
5. To ensure consistent high quality practice across the Academy, whilst responding to the changing educational landscape and applying it to Campsmount's context.

This 3-5 year plan must be the foundation for the school improvement. However, rapid and sustained improvement only occurs through the dedication and hard work of all stakeholders and a complete and relentless pursuit of excellence. Our journey here at Campsmount will be a real challenge, and will require honesty, resilience, collaboration and determination. However, this challenge is reflected back to our Vision to maximise the life-chances of every young person who attends Campsmount by developing effective 21st century learners.

Surely this is why we all decided to work in education and with young people anyway?



This is OUR CHALLENGE





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The Application Process

Further details about Campsmount Academy can be found on the school website: www.campsmount.com and also the twitter feed @CampsmountAcad

Completed application forms should be emailed to heads.pa@campsmount.com or by post to Mr A Dale, Campsmount Academy, Ryecroft Road, Norton, Doncaster, DN6 9AS.

All applications submitted electronically will receive an email acknowledgement.

A telephone call will be made to shortlisted candidates, followed by an email detailing the interview process.

If you have not heard from us within 2 weeks of the closing date, please assume your application has been unsuccessful.

If you have any queries on any aspect of the application process or need additional information, please contact the Academy.



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Learning Mentor

Full Time, 37 hours per week (Term Time + 2 weeks)

Grade 6 £17,772 - £20,138 pa pro-rata

Academy Trustees are seeking to appoint an enthusiastic, flexible and suitably qualified individual to this crucial position. The post represents an exciting opportunity for a highly motivated professional to join our team, at our successful 11-18 Academy.

Campsmount is situated in a semi-rural area, on the outskirts of Doncaster and benefits from an attractive site and fantastic modern facilities. A very recent Ofsted in September 2016 rated the school 'Good' in all areas with 'Outstanding' behaviour. Alongside this, recently the school gained its best ever results at GCSE, being one of the most improved schools nationally, and vocational results in the Sixth Form are in the national top 4%. The lead inspector stated that 'something very special is happening in this school'.

The successful candidate will work within our outstanding Learning Mentor team, providing care and support to students, as well as undertaking targeted academic interventions. Therefore, excellent communication and interpersonal skills are essential, as well as a commitment to improving the lives of young people.

Candidates need to be well organised and independent, with the ability to work well under pressure in a busy school environment. Good knowledge and skills in the use of ICT are also essential, and any relevant counselling or similar experiences is desirable.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check.

For further details and application pack please contact the school by email on heads.pa@campsmount.com

Closing date for receipt of applications is 9.00am Monday 29th January 2018.



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JOB DESCRIPTION

Job Title: Learning Mentor

Grade of Post: Grade 6

Hours of Work: 37 Hours per week (term time + 2 weeks)
(8.00am-4.00pm Monday to Thursday and 8.00am-3.30pm Friday)

Responsible to: Learning Mentor Manager and Vice Principal

Job Purpose: To support the learning and development of students across the Academy through targeted intervention and appropriate support. Ensure that students' needs are met academically, socially and emotionally in terms of removing any barriers to learning. To be a visible proactive presence around the Academy, supporting the maintenance of high standards and aspirations. To contribute to whole school development through a range of key responsibility areas.

1. Principle Responsibilities:

- Be committed to working in a cohesive, supportive and forward-thinking team of colleagues, which shares an ambitious vision to continue to raise and transform standards and secure outstanding status for Campsmount.
- To support students with particular targeted needs including Rainbows Bereavement, on-line safety and social skills and any other relevant interventions.
- To assist where appropriate the DSL and DDSL with safeguarding matters when necessary.
- To use school data effectively to ensure early intervention of targeted students and appropriate support. To support targeted groups of students, who are in need of extra help to overcome barriers to learning both inside and outside school.
- To assist with the identification of those students who would benefit most from learning leader support and, working with others, draw up and implement an action plan for each student.
- To maintain regular contact with families/carers of students in need of extra support, to keep them informed of the student's needs and progress, and to secure positive family support and involvement.
- To work closely with other school staff and the local community to ensure the needs of the students are focussed and integrated.
- To develop and apply knowledge and appreciation of the range of activities, courses, opportunities, organisations and individuals that could be drawn upon to provide extra support for students both in and out of school.
- To work collaboratively, as part of a team of Learning Mentors within school and to network with other learning mentors and share best practice.
- To develop student peer mentors across school.
- To contribute to the removing of barriers during 'High Profile' days to deal with issues, support colleagues, follow up incidents and complete necessary administrative duties.



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- To make a positive contribution to High Profile, by visiting students, supporting in and out of lesson time, being a positive role model and meeting their needs.
- Be responsible for leading one specific whole school initiative.
- Be prepared to work flexibly and support colleagues in other areas of the Academy.
- Take on on-going responsibility contributing to the Campsmount approach to standards of behaviour and expectations of relationships within the Academy.
- Interviewing students following referrals related to school work, behaviour, bullying, student concerns, crisis or other incidents.
- Supervising student social areas, where directed, and being available to students at these times.
- Supporting the organisation of school events and activities including Parents' Evenings (inclusive of Key Stage 5), Review Days, Parent Surgeries, Presentations, Awards Ceremonies, Student Proms, Alternative Curriculum Days, Uniform Sales and Open Evenings etc.
- The provision of high quality support to management and other school staff, in particular the pastoral team, utilising school management information systems and available technology, ensuring that all work is completed on schedule.
- Assisting with the maintenance of appropriate confidential records and filing systems, both manual and computerised.

2. Specific Responsibilities:

- Other specific responsibilities that are commensurate with the nature of the post and relate to the skills/expertise of the individual, will be added following negotiations with the successful candidate.

Conditions of Employment

- These duties are neither exclusive nor exhaustive and the post holder may be required to undertake other duties and responsibilities without changing the general character of the post in order to meet the needs of the organisation.
- The post is subject to the NJC for Local Government Services National Agreement for Pay and Conditions and to other locally agreed conditions of employment.
- The post holder's duties must be carried out in compliance with Equal Opportunities and Health and Safety at Work requirements.



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PERSON SPECIFICATION - Learning Mentor

	Essential	Desirable	How Assessed
Qualifications:			
Educated up to a minimum of 3 GCSE grade C passes including both English and Mathematics	✓		Application form
Other relevant Qualifications or equivalent expertise and experience		✓	Application form
Experience:			
Experience of working with and supervising groups of children or young people, including those with Special Educational Needs (SEN), in an educational environment	✓		Application form; at interview and reference
Knowledge of and an ability to draw information from a wide range of services for support, information, opportunities and guidance	✓		Application form; at interview and reference
An understanding of the Teaching and Learning process	✓		Application form; at interview and reference
Personal and Professional Skills and Attributes:			
Ability to engage constructively with, and relate to, a wide range of young people and children from different backgrounds	✓		Application form and at interview
Ability to undertake comprehensive assessments of students to determine those in need of particular support	✓		Application form and at interview
Ability to form and maintain appropriate professional relationships and boundaries with children and young people	✓		Application form and at interview
Ability to motivate and enthuse students	✓		Application form and at interview
A commitment to high academic standards	✓		Application form and at interview
Ability to manage student behaviour	✓		Application form and at interview
Ability to establish relationships with internal and external stakeholders	✓		Application form and at interview
Ability to work effectively as a member of a team and display excellent interpersonal skills	✓		Application form and at interview
Ability to work effectively with and command the confidence of teaching staff	✓		Application form and at interview
First class communication skills on all levels	✓		Application form and at interview



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Highly organised, motivated and enthusiastic	✓		Application form and at interview
High professional and personal standards	✓		Application form and at interview
A commitment to working to strict deadlines	✓		Application form and at interview
Willingness to play a part in the wider life of the Academy	✓		Application form and at interview
Other:			
Must satisfy relevant employment checks	✓		Documentary evidence

Requirements from confidential references:

	Essential
Written reference(s) only	✓
Confirmation of professional and personal knowledge, skills and abilities	✓
Positive recommendation from current employer	✓
Good health and attendance record	✓

The Campsmount Academy Trust will require the appointed candidate to gain satisfactory relevant background checks in accordance with safer recruitment guidelines; this will include an Enhanced (with Barred) Disclosure check.