

**THE LUTTERWORTH ACADEMIES TRUST**

**INFORMATION FOR APPLICANTS**

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**THE LUTTERWORTH ACADEMIES TRUST**

The Lutterworth Academies Trust is a small Multi Academy Trust comprising of two schools, Lutterworth College and Sir Frank Whittle Studio School. We aim to recruit outstanding people. For this reason, we try to articulate clearly our vision, values and expectations when putting together information for applicants and we always give a lot of attention to appointing the right person. Employees often work across the two schools because of their adjacent locations however some roles have specific duties and responsibilities aligned to one of the schools.

**We aim to recruit staff who:**

* are excited by their role and by the prospect of working with young people;
* love the processes of learning and teaching and are keen to continually develop their own skills;
* recognise that teaching can be a demanding job and react positively to those demands;
* will subscribe to the ethos of the Trust and ‘go the extra mile’ in terms of time and commitment to get the very best from our students;
* take every opportunity, in and out of the classroom, to talk to students, model expected behaviours and build positive student/teacher relationships;
* are quick to praise and slow to criticise; and
* are not afraid to admit to seeing themselves as potential leaders of the future.

This may be your first contact with The Lutterworth Academies Trust and first impressions are very important. I hope what you read, coupled with anything else you discover about us, inspires you to apply for this post and work for The Trust.

**Vision & Values**

Our Mission statement is: **Enabling every young person to learn, flourish and succeed.**

**We wish to see:**

**Happy Students** who progress well and go on to thrive into adulthood as well-rounded citizens.

**Passionate Staff** who inspire students with excellent teaching and support.

A **United Learning Community** committed to a clear common vision.

Values

* **High Aspirations** for all
* Committed to **Best Practice**, working collaboratively, learning from mistakes
* Focussed on the **Individual**
* **Inclusive**, leaving no one behind
* Everything geared to **Teaching and Learning**
* Committed to **Shared Values**, including our Christian Ethos.
* A fair, **Supportive Employer**, enabling everyone to learn and develop
* **Celebrating Success**, having pride in all that we do
* **Broad** education, giving opportunity for human flourishing
* Working closely with all **Stakeholders**
* Connected with the **Community**, encouraging social responsibility

Aims

* **Strategic Leadership**, with a passionately-articulated shared vision.
* **High Quality Teachers** delivering outstanding teaching in all departments
* **Multiple Learning Pathways** to meet the needs of every student.
* **Physical Environments** fit for purpose, safe and accessible for all.
* **Aspirational Culture** and behaviour to encourage great learning.
* Excellent systems of **Pastoral Care** to support personal development.

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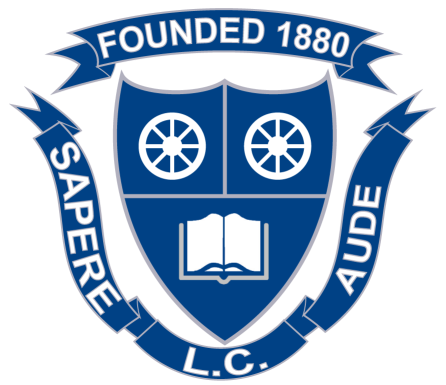
**Our Ethos**

Lutterworth College is an inclusive Church of England school and we welcome young people of all faiths and none. The Sir Frank Whittle Studio School is non-denominational.

Our ethos should be evident in:

* The content of our curriculum. The study of a wide range of religions is to be taken seriously and we will encourage open and honest debate about the nature of faith and the way faith is practiced inside and outside the school;
* The way in which we encourage our young people to become open to serve others and emphasise the importance of service above self;
* The respect for democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs;
* The understanding and appreciation of the range of different cultures within school and further afield;
* The way we acknowledge that we are connected to each other, dependent upon each other, members of one body and in the membership there can be no isolated suffering or joy;
* The way we celebrate. Students and adults should be made aware of the rhythms of the Christian year and the features of the festivals of other faiths;
* The opportunities students have for silence and reflection. This may occur in assemblies or it may occur in worship within a faith room in the schools;
* The ways the schools practice trust and demonstrate forgiveness. The hallmarks of our ethos will be seen in the way we cope when mistakes have been made and the priority we give to providing a safe, structured environment for our students;
* The way we encourage and lead young people into asking the deeper and harder questions about self and our place within the wider world;
* The way we regard education as formation rather than function.

**OUR SCHOOLS**



Lutterworth College is a larger than average secondary school (1200 students on roll). Lutterworth College was formerly known as Lutterworth Grammar School, founded in 1880, and benefits from a long tradition and history of providing a high quality education for the young people of the

Lutterworth community and beyond.

Lutterworth College is a Church of England voluntary controlled school. There are four ‘Foundation Governors/Directors’ within the Trust who are active members of local Church communities. The College employs a Chaplain who takes an active role across the school, promoting the Christian ethos

and supporting the holistic development of students.

Lutterworth College has changed age-range as part of the re-organisation of Leicestershire secondary

education. The College traditionally held the status of a 14-18 institution, commonly known in

Leicestershire as an ‘Upper School’. From September 2015 Lutterworth College welcomed the first

cohort of Year 7 students since the 1960s and became an 11-18 school.

The College initially decreased in size from 1800 to 1100 students over a 2-year period but is now starting to grow again with record numbers of students selecting the school as first choice for a place in Year 7. In September 2017 the College had students in all 7 year groups, from Year 7 to 13, for the first time in its history.

The College has been consistent in securing GCSE headline figures above the national average over

the last 5 years. In 2017 the College achieved its best ever set of GCSE results with 89% of students

achieving 5 9-4 grades in Maths and 92% in English. These results made the College the highest

attaining school in Leicestershire at GCSE. Post 16 outcomes have also risen dramatically during the

past 5 years, and in 2017 the College achieved its best ever A Level results.

The College has a strong tradition of providing a broad and balanced enrichment programme. The

College enters competitions in a wide variety of sports and boasts a vast range of extra-curricular

activities that run throughout the year in most subjects.

The College has a strong reputation locally for excellence in performing arts and students participate in musicals and productions of a high standard each year. Students can take the Duke of Edinburgh Award up to Gold level and in the Sixth Form students can opt for the Extended Project Qualification to further their studies.

To find out more about Lutterworth College visit [www.lutterworthcollege.com](http://www.lutterworthcollege.com)

**The Sir Frank Whittle Studio School** is a small school with a maximum capacity of 300 students. As well as a programme of academic study and work-related qualifications, students have regular work placements: 1 day per week in Years 10 and 11 and 2 days per week in the Sixth Form.

Sir Frank Whittle Studio School has just received its first Ofsted inspection and we were judged to be Good with Outstanding features. In their report Ofsted commented ***“this school, is quite simply, changing these pupils’ lives”.***

A huge emphasis is placed on team work and developing an environment where students feel part of the school, have ownership of their environment and are advocates for the Sir Frank Whittle Studio School in the community. Students adopt behaviours found in the workplace and have responsibility for monitoring their progress with support and guidance from their Personal Coach both academically and in their progress to completing their CREATE Passport.

Our students develop resilience that allows them to overcome adversity and are challenged in constructive ways to provide opportunities for reflection of their progress and outcome. These are set in real world environments and are facilitated not only by staff of the Sir Frank Whittle Studio School but also our industrial partners.

Through the CREATE Skills students develop a key range of non-cognitive learning, enriching them as individuals and developing them to be ready for the opportunities and challenges that will face them after graduating from the Sir Frank Whittle Studio School.

The CREATE Passport allows students to track and evidence their acquisition of the CREATE Skills both while at school but also in the workplace, through volunteering and extra-curricular activities. Feedback and reports to parents are provided by Personal Coaches weekly so that parents and guardians are fully involved in students learning.

This gives everyone the chance to celebrate the students’ successes as well as provide vital feedback on challenges that students have faced and working with parents to overcome these issues.

Further details of the Studio School model can be found on the Studio School Trust website <http://www.studioschoolstrust.org/what-studio-school>

**THE POST**

This is a very important post working within the Premises Team with responsibility for ensuring that both sites are clean, efficient, safe and secure places to study and work. We are seeking casual staff who can add value to the team, with a hands-on approach and a willingness to develop themselves further.

If you have any questions or queries about the role, please do not hesitate to contact Rachel Bland on 01455 205190.

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| The Lutterworth Academies Trust  Bitteswell Road  Lutterworth  Leicestershire  LE17 4EW | |  |
| **CASUAL PREMISES OFFICER (S)**  Immediate start. £9.35-£9.58 per hour - enhanced (dependent upon experience)  Up to 37 hours per week available to be worked on a casual basis  May involve occasional weekend work  ***“Pupils are friendly and outgoing. They are curious and have excellent study habits”***  *(Lutterworth College Ofsted, November 2017)*  ***“The school is, quite simply, changing these pupils’ lives”***  *(Sir Frank Whittle Studio School, Ofsted, March 2017)*  We are seeking to appoint a casual Premises Officer with responsibility for assuring that the College and the Studio School are clean, efficient, safe and secure places to study and work. | | |
| ***We would like from you:***  To be a team player with loads of energy and enthusiasm.  To possess the interpersonal skills necessary to work effectively with a wide range of staff, students and members of the community.  To possess a trade or skills that would add value to the team.  To have a trade background would be advantageous but not essential | ***We can offer you:***  Fantastic students and staff who are a pleasure to work with.  Excellent facilities & resources. | |
| For further information and details of how to apply contact Rachel Bland  E-Mail: [r.bland@lutterworthcollege.com](mailto:r.bland@lutterworthcollege.com)  Tel 01455 205190  *The Lutterworth Academies Trust is committed to safeguarding and promoting the welfare of children*  *and young people and expects all staff and volunteers to share this commitment. Any offer of appointment*  *will be conditional upon a variety of pre-employment checks including an enhanced DBS disclosure,*  *satisfactory references, evidence of your right to work in the UK* | | |

**THE TEAM**

This is a service department for staff, students, visitors and community users. Led by the Premises Manager, the department consists of a team of premises officers and the cleaning department.

We undertake a diverse range of duties throughout the school day and into the evening for community users and special events.

The team are pivotal to the smooth running of the Trust providing a safe and secure learning and working environment for over 1600 people on site at any one time. It is essential that we operate and work together as a team to provide an efficient and professional service throughout the year.

**PERSON SPECIFICATION**

Candidates will be assessed on the following: *(unless specified, these are desirable, not essential requirements)*

**QUALIFICATIONS**

* Good standard of numeracy & literacy (Ideally Maths & English GCSE A\*-C or equivalent)
* Qualified in a trade would be advantageous

**EXPERIENCE**

* Excellent organisational skills and ability to prioritise own workload
* Experience of working under own initiative and in a fast paced environment
* Experience of working in a similar environment

**KNOWLEDGE AND UNDERSTANDING**

* A reasonable knowledge of Health and Safety regulations

**SKILLS AND ABILITIES**

*You should be able to:*

* Work sympathetically with the ethos of the school, developing effective and purposeful relationships
* Communicate effectively and persuasively (possess excellent inter-personal skills)
* Manage and plan your time effectively
* Work within a team
* Manage, allocate, organise and monitor resources
* Motivate and inspire others
* Recognise and manage stress in yourself and others
* Identify professional development opportunities for yourself and others.

**ATTITUDES AND APPROACHES**

*Our successful candidate will:*

* Want to develop their own learning and do things differently and better
* Be committed to high standards and high expectations for all
* Be genuinely interested in the learning and training process
* Possess energy and enthusiasm
* Be willing to learn from and with others in the development of good practice
* Have a good sense of humour
* Be willing to try out new ideas
* Be flexible in varying normal working hours to attend training activities and other events that may be out of normal working hours
* Show willingness to respond to unexpected events and cover for colleagues as appropriate
* Be flexible to meet deadlines against changing priorities

**HOW TO APPLY**

Please read the information in this pack. If you decide to apply you should include a letter with your application form on no more than two sides of A4, giving your reasons for applying for the post, addressing information you have read in the pack and particularly the person specification, and outline any relevant experience and personal qualities you would bring to Lutterworth College. The application form can be found on our website [www.lutterworthcollege.com](http://www.lutterworthcollege.com) by following the vacancies link. Please do not send a general letter; we really are looking for someone who is prepared to respond to us as an individual school. You can be sure we will take time and care in reading your letter; we appreciate how much energy goes into it. **Please ensure that you address your application to Miss R Bland, (r.bland@lutterworthcollege.com)**