

Wymondham College

CANDIDATE RECRUITMENT PACK

ASSISTANT HEADTEACHER – TEACHING, LEARNING AND CPD

SAPIENTIA EDUCATION TRUST

WYMONDHAM COLLEGE

FLOREAT SAPIENTIA

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Dear Applicant,

We are delighted to outline what is a really exciting opportunity and hope that this briefing pack will both motivate and inspire you to apply for this key leadership role at Wymondham College.

This position is a result of the promotion of a current member of the Senior Leadership Team (SLT) within Sapientia Education Trust (SET) which was established by the College in 2016 – Wymondham College is the largest state boarding school in the UK and the highest achieving non selective state secondary school in East Anglia in both 2015 and 2016. Wymondham College is rated "outstanding" by Ofsted for both education and boarding.

Wymondham College was appointed as a National Teaching School in October 2016 and is a World Class School and we have fantastic students and staff.

Wymondham College offers:

- A strong commitment to developing the whole child
- Achievement that is viewed in its broadest sense
- A belief that all can and will achieve
- Learning outside the classroom is highly valued and actively promoted
- Character education is integral to our work - developing resilience, self-esteem and a can-do approach
- CPD and Staff development is central to our improvement strategy
- A diverse student community and a broad international outlook (e.g. partner schools in China, Argentina, France, Spain and Czech Republic)
- We never settle for less than outstanding as our latest Ofsted report indicates.

Sapientia Education Trust provides:

- Opportunities for CPD and Career Development in a rapidly growing, successful Multi-Academy Trust
- Mentoring programmes to support senior leaders
- A National Teaching School Alliance and associated opportunities
- Links with a range of partner schools, both in Secondary and Primary

This is a tremendous opportunity to join us as we move in to an exciting phase of College development. You will have the opportunity to lead and support the teams to shape the future of one of the great state schools. We view the position as a fantastic professional opportunity that will provide an ideal platform for the successful candidate to potentially move on to Headship or leadership in a MAT in the future.

The successful candidate will be ambitious, student focused and resilient, they will believe in the power and moral purpose of education and insist on the highest standards for all of our students. Ultimately they will want and have the capacity to make a difference. Informal visits to the College are welcomed; please contact Dan Browning, Headteacher in the first instance (via his Secretary, Mary Lawson lawsonma.ad@wymondhamcollege.org). If this excites you, please apply!

The closing deadline for applications is: Friday 27th April 2018

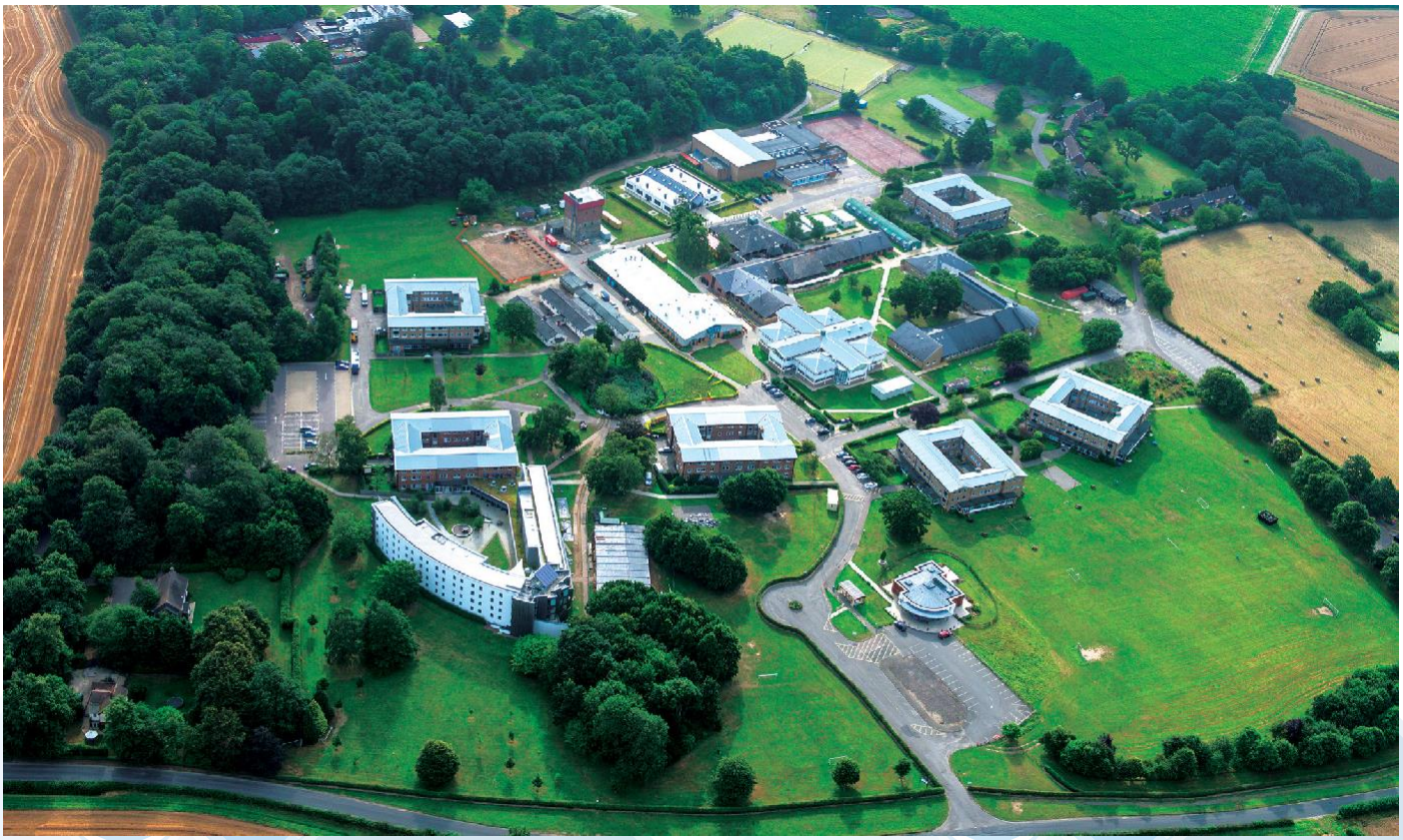
Best wishes,

Jonathan Taylor

Dan Browning, Headteacher



BACKGROUND INFORMATION



The College

Wymondham College is the largest state boarding school in the UK, with around 650 boarding students and 700 day students. We are a mainstream 11 – 18 non selective state school, serving a very broad and diverse student community. We have a large Sixth form, with just under 500 students. The College is proud to be one of the great, distinctive state schools. Over the past few years the College has secured numerous accolades – these include: 'Outstanding' Ofsted inspections in education and boarding, World Class Schools Award, International Schools Award, Top 50 Schools Sunday Times parent power Award, Good School Guide endorsement and even selection to the Tatler Guide to the best state schools.

We have a proud record of strong academic performance. At GCSE in 2015/16 the College was in the top 100 schools nationally for Value-Added, EBACC and 5+A-C including English and maths. In 2017 84% of our Year 11 students achieved A*-C in English and Maths and our progress 8 was +.33. A Level performance was also 'significantly above' average in progress terms, with over 29% of all grades A*/A.

As a boarding school extra-curricular life and character development is core to our work. We run an extensive range of extra-curricular activities and our students excel in a wide range of areas – Arts, Sport and International opportunities are all exceptionally strong. We also have our own Combined Cadet Force (CCF) with Army and RAF sections.

We are an approved academy sponsor and in October 2016 became a National Teaching School.

Student Admissions

The College has always been co-educational and has been organised in co-educational, combined day and boarding houses since the 1970s. The College is non-selective other than for a small number of places allocated for students with sporting or musical aptitude in Year 7 and the operation of a Minimum Qualifying Standard for entry into the Sixth Form. We are heavily oversubscribed for day places, with typically over 250 applications for our 82 Year 7 day places.

School Funding

As a state funded boarding school all education at Wymondham College is free but parents (or sometimes charitable trusts or local authorities) pay a fee to cover the costs of the boarding provision at the College. The fee is much less than that which is charged by independent boarding schools and this, along with the fact that half of the College comprises of local day students whose parents pay nothing for them to attend, gives Wymondham College a very inclusive and down to earth ethos.

Boarding

Boarding remains central to the Wymondham College ethos and experience. Some 650 of the College's students board on a full or weekly basis. Most boarders come from East Anglia, but there are a significant number of students from further afield in the UK, from continental Europe, the Gulf and Hong Kong. Service Children are well represented among the student body. All students attending the College must have UK or other EU/EEA or Swiss citizenship. The Ofsted Boarding Inspections in 2008 and 2012 judged boarding at the College to be "Outstanding". The College is delighted to have secured Oustanding in all areas of our latest Ofsted boarding inspection (January 2017).

Sixth Form

The large Sixth Form of nearly 500 students is an important feature of the College. The Lincoln Sixth Form Centre was extended in 2008 and provides over 200 boarding spaces (of which 115 are in single en suite rooms) and a focus for the life of the whole Sixth Form. Sixth Formers benefit from outstanding support and an extensive programme of enrichment opportunities, including work experience and visiting speakers tailored to their needs. The annual Lincoln Lecture is an opportunity for students to attend a lecture given by a speaker of national or international renown and there is a parallel lecture on scientific subjects, the Sam Peel Lecture. Student leadership is a major feature of Sixth Form life. Members of the Principal's Council are elected by their peers and undertake a wide range of representative, ambassadorial and organisational responsibilities on behalf of the student body as a whole. Student Subject Leaders are appointed by each academic department to act as advocates for the subject and to run activities and provide support for younger students. The Lincoln Junior Common Room runs a successful programme of social events for the Sixth Form.

Governance

Wymondham College has a strong and active Local Governing Body (LGB), sitting underneath the SET Trust board. The LGB play a vital role in the wider leadership and accountability of the College.

There is an active Old Wymondhamians Association and a Parent Staff Association (PSA) which raises significant amounts of money to support a wide range of College projects.

Brief History

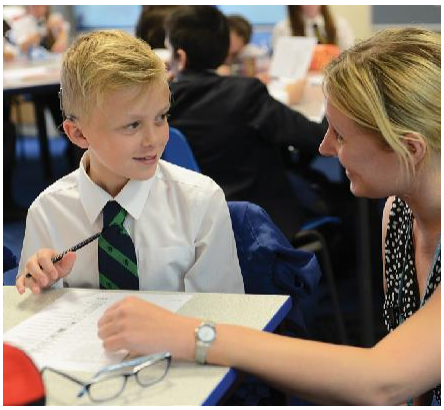
Wymondham College was established in the aftermath of World War Two on the site of one of the largest American Army Hospitals in the European theatre. Its foundation was driven by the vision of Dr (later Sir) Lincoln Ralphs, then Director of Education for Norfolk. The Ralphs family remain closely connected to the College. Lincoln Ralphs's vision was to create a boarding school which would be a centre of excellence which children from all backgrounds could attend and which would bear comparison with boarding schools in the independent sector.

Recent Developments and the creation of the Trust

Jonathan Taylor was appointed as Principal in 2014. During his tenure there was a sharp focus on teaching and learning, staff development and improved quality assurance across the teaching and boarding dimensions of the College.

The College formed a Multi-Academy Trust in early 2016, establishing the Sapientia Education Trust (SET). In September 2016 we sponsored a local primary school and by September 2018 it is likely that SET will have grown to a membership of 8 primary schools and 4 secondary schools.

This growth of the Trust necessitated the appointment of a new Head of School; Dan Browning in September 2017. Dan joined the College having been Executive Principal of King Richard and St John's School in the UK Ministry of Defence. Dan's role will change to Headteacher in July 2018 and Jonathan Taylor will assume the full time position of CEO of SET.







JOB DESCRIPTION: ASSISTANT HEADTEACHER



Job Purpose

The Assistant Headteacher is responsible to the Headteacher for the quality of Teaching and Learning along with Continued Professional Development (CPD). In addition, he/she will hold the post of a teacher under the standard contract for teachers at Wymondham College.

Line Manager

Headteacher

General Leadership Responsibilities



- To be an ambassador for the College;
- To model the core values of the College in your professional life which includes a strong commitment to the boarding dimension of the College;
- To be visible throughout the College – leading and supporting the College community to commit to the core values of the College. This includes participating in and supporting duty teams, emergency cover, and ensuring excellent behaviour, attitudes and standards of students;
- To lead the monitoring, review, and evaluation of your areas of responsibility and with the Senior Leadership Team identify the priorities that will lead to continuous improvement and the raising of standards in all areas of College life. Ensure Governors and Trustees responsible for your own areas are fully briefed and able to contribute effectively;



- To establish a culture that promotes excellence, equality, and high expectations for all students;
- To contribute positively to discussions leading to the development of effective policies, practices and structures;
- To ensure that resources are efficiently and effectively used to achieve the aims of the College and to facilitate its day to day operation;
- To respond professionally to unplanned situations, crises, and emergencies whenever they arise to ensure the safety and efficiency of staff and students of the College and to maintain good discipline;
- To attend meetings of the Senior Leadership Team and



other School management meetings;
- To act as SLT Link to specific subject departments. This includes providing support and acting as critical friend, together with monitoring, reviewing, and evaluating the work of the departments;
- To foster and support extra-curricular activities in the interest of the College community e.g. School productions, concerts, sports activities, trips, and excursions;
- To attend meetings of the Local Governing Body when requested as an observer and to give advice as requested. To communicate at least half-termly with the Governors linked to your KIP;
- To make a contribution to College and House assemblies;
- To take an equitable share of lunchtime and other duty supervision. This includes Boarding duties in the evenings, weekends and being 'on call' during schools holidays and some evenings;
- To take on additional responsibilities as directed by the Headteacher and/or CEO.



Specific Responsibilities

- Lead Teaching and Learning ensuring that all teaching is at least 'Good' but mostly 'Outstanding'. This includes ensuring that technology is used effectively to support teaching, learning and student progress;
- Assess CPD needs and plan training and support programmes that ensure that all staff receive the CPD and coaching that will allow them to be the best that they can be and foster a culture of excellence and collaboration.



The Job Description will be reviewed annually as part of Wymondham College's Performance Management

PERSON SPECIFICATION

Qualifications



- Qualified to degree level. **(E)**
- Qualified Teacher Status. **(E)**
- Professional Development in preparation for Headship or Senior Leadership, NPQH or equivalent. **(D)**

Experience



- A proven track record of outstanding teaching and learning including excellent knowledge of strategies for raising achievement and achieving excellence. **(E)**
- Proven recent successful senior leadership in the UK that motivates, challenges and develops students and staff and includes excellent knowledge of how to build and sustain a learning community. **(D)**
- Strategic financial planning, budgetary management and principles of best value. **(D)**
- Working productively with parents, governors and the wider community. **(E)**
- Working cooperatively with other schools in partnership. **(D)**
- Curriculum design and management including the wider curriculum beyond school and the opportunities it provides for pupils and the whole school community. **(D)**
- Models of home, school, community and business partnerships. **(E)**
- Successful systems to monitor and evaluate schools' performances. **(E)**
- Building and sustaining a learning community.**(E)**
- Managing performance of staff and understanding the relationship between CPD and sustained school improvement. **(E)**
- Strategic planning processes including leading change, creativity and innovation. **(E)**





Knowledge & Skills

- Lead, inspire, challenge and empower teams / individuals to perform outstandingly. **(E)**
- Demonstrate personal and professional integrity and an ability to model the values and vision of the school. **(E)**
- Excellent communication skills with a range of audiences. **(E)**
- Think strategically, build and communicate a coherent vision in a range of compelling ways. **(E)**
- Emotional resilience in working through challenges. **(E)**
- Ability to form and maintain appropriate relationships and personal boundaries with children. **(E)**
- Demonstrate personal enthusiasm for and commitment to the learning process including a capacity for sustained hard work with energy and enthusiasm. **(E)**
- Give and receive effective feedback and act to improve personal performance. **(E)**
- Excellent skills of collaboration and networking for the benefit of pupils. **(D)**
- Knowledge of how technology can be used to support and improve T&L. **(D)**
- Demonstrate 'political' insight and anticipate trends. **(D)**
- Demonstrate an understanding of boarding. **(D)**



Personal Attributes

- Passionate about education and educational issues. **(E)**
- Constant drive for improvement. **(E)**
- Ability and energy to inspire the best in others. **(E)**
- Exceptional personal integrity and character. **(E)**
- Evidence of commitment to significant continuous professional development. **(E)**
- Culturally agile and adaptable. **(E)**
- Personal confidence, determination and resilience. **(E)**
- Personal impact and presence. **(E)**
- Displays sensitivity. **(E)**
- Understanding of the complex and demanding environment of a boarding school community. **(E)**
- Sense of humour and approachability. **(E)**
- Both a team player and a leader. **(E)**
- Displays Emotional Resilience. **(E)**
- Keen for the potential of further career development. **(D)**



TERMS AND CONDITIONS

This post is offered on a full time, permanent basis. The post will involve weekend and evening work. On site accommodation may be available and this will be discussed with the successful candidate.

Remuneration

This post is paid on the Leadership Scale Points 8-12: £46,799 - £51,639

All payments are pensionable under the Teachers' Pension Scheme.

Wymondham College staff enjoy a number of non-contractual benefits, including free refreshments and midday meals during term-time.

Pre-employment Checks

All applicants must be prepared to undergo a number of checks to confirm their suitability to work with children and young people. The Trust reserves the right to withdraw offers of employment where checks or references are deemed to be unsatisfactory.



HOW TO APPLY

To apply, please forward an application form together with a supporting statement outlining your suitability for the role. **Your supporting statement should outline how you satisfy the qualifications and experience elements of the person specification.** For candidates invited to interview, these responses will be explored further together with the other elements of the person specification.

Download an application pack from www.wymondhamcollege.org or contact the HR Dept, Wymondham College, Norfolk NR18 9SZ. Tel: 01953 609064 Email: hr@sapientiaeducationtrust.org

The closing date for applications is Friday 27th April 2018.

Wymondham College is an equal opportunities employer. We are committed to safeguarding and promoting the welfare of young people and expect all staff to share this commitment. Any offer of employment is subject to a satisfactory 'Enhanced with a Barred List Check' through the Disclosure and Barring Service.

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