



Marden Vale
CE Academy

Pastoral Leader

Recruitment Pack

Working for the

Diocese of Salisbury Academy Trust



Diocese of Salisbury
Academy Trust

'Beyond expectations for all of God's children'



Welcome to the Diocese of Salisbury Academy Trust (DSAT) and thank you for your interest in working with us. The Trust is based at the Diocesan Education Centre in the historic village of Wilton, located three miles to the West of the mediaeval city of Salisbury.

In this pack we have enclosed some interesting and useful information about the Trust, which works with thirteen academies across the Diocese. You can find out more about these and the strengths of our organisation on our website at www.dsat.org.uk. We take safeguarding seriously and candidates will be subject to rigorous procedures to ensure that our children are suitably protected at all times. This will include an enhanced DBS check for all successful candidates before employment is confirmed.

This recruitment pack includes:

DSAT Vision and Values

This document outlines the strength of the ambitions that we have for our Trust and our vision for all of the children in the Trust.

Job Advert and how to apply

Please ensure that your application relates to the correct advertisement and that you have been able to find details of how to apply with the correct form.

Job Description and Person Specification

We aim to provide you with a clear indication of the role you are applying for. When completing your application, we ask you to relate your experience and skills to the Job Description and Person Specification in a clear and succinct manner.

Application Form

To apply for the role you are required to complete an application form and return this to the academy before the closing date. We do appreciate the time taken to complete the application form. Unfortunately CVs will not be accepted.

Equal Opportunities Monitoring Form

We are committed to equality in the workplace and supporting the development of all our employees.

Living and working in our Diocese

We have aimed to capture a brief overview of the rich social and cultural diversity across our beautiful area.





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Our vision is for the growth of thriving Christian learning communities, providing everyone with the opportunity to achieve more than they ever thought possible. Christian service is at the heart of all we do, as we help young people to develop excitement in learning and to live life to the full. We value everyone equally and demonstrate this through our words, actions, community life and the quality of the opportunities we provide.

Children at the heart of all we do

Our young people will be inspired to develop academically and spiritually, aspiring beyond their own and others' expectations.

Faithfulness to our Christian tradition

We put God's love into action through our values of love, reconciliation, hope, forgiveness, peace, grace, justice and joy. Working with our parishes and communities, we encourage an understanding of the significance of faith through teaching, worship and prayer.

Striving for excellence

We love learning and are passionate about the high standards we can achieve in all aspects of life.

Collaboration

We build strong partnerships, learning with and from others as we challenge ourselves to reach new heights. We give of our best and expect the best from one another.

Celebrating success

We celebrate the achievements of every individual and share our successes widely.



'I can do everything through Christ, who gives me strength'



Background to DSAT

The Diocese of Salisbury Academy Trust (DSAT) was established at the end of 2013 to provide a home for schools within the Diocese of Salisbury who wanted to convert to academy status. The Trust currently has thirteen academies, with two more joining imminently. Whilst the Trust is a separate entity to the Diocesan Board of Education (DBE), they work together in dynamic and strategic partnership to transform provision and outcomes for the children in their care.

Alongside its improvement work in its current member academies, the Trust is working actively with other schools and the Regional Schools Commissioner (RSC) to grow its family of academies. This will enable a greater level of system-led improvements, further opportunities for collaboration between leaders and staff at all levels of the organisation and better economies of scale, vital in the current challenging economic climate.

DSAT provides an opportunity for schools to convert to academy status in a way that is different to many academy trusts.

- Individual schools that can thrive in their own context and in line with their own vision and values;
- A home for church schools committed to maintaining their distinctiveness, based upon their Christian values;
- A home for schools without a Christian foundation, who are wanting to work with us in partnership to secure better outcomes for children;
- A dynamic collaboration, working in conjunction with a range of partners, to deliver tailored programmes of school improvement that will meet the needs of each academy;
- Services available to academies that will support improvements to teaching and learning, allowing schools to focus on their core business rather than being distracted by academy business;
- The flexibility to meet schools where they are on their journey and to adapt to their specific circumstances;
- Opportunities to operate in close partnership and strong relationship with the DBE, the RSC and local authorities for the good of our academies.



The Salisbury Diocesan Board of Education (SDBE), formed in 1830, is one of the oldest formal diocesan bodies. Many of the church schools were founded before that date, and the Board, or Council as it was called then, was formed to support their work and to promote new schools. The Diocese today extends over 2000 square miles, with a population of just under 860,000. There are a total of 195 schools and academies serving 40,000 children. We work across a number of counties and local authorities, working closely in mutually beneficial partnership with them in order to progress the life-chances of the children in our care. We are open to both church and non-church affiliated schools across the region.



Marden Vale
CE Academy

Marden Vale Academy
William Street, CALNE
Wiltshire SN11 9BD
Tel (01249) 813505 · Fax (01249) 814505
Email admin@mardenvale.dsat.org.uk
Website www.mardenvale.dsat.org.uk

Letter from our Executive Headteacher, Mr Andrew Wilson

Dear Colleague,

An exciting opportunity has arisen at Marden Vale C of E Academy, Calne for you to be part of the team that will shape the future of the pastoral support package available to families at the school. We are part of DSAT (The Diocese of Salisbury Academy Trust) and benefit from close collaborative within DSAT as well as the local Calne cluster.

We are looking for an enthusiastic, committed Pastoral Leader who has the ability and creativity to engage our children in high quality learning activities that are tailored to their individual needs, on our journey to outstanding. We are a growing school with wonderful children, staff and resources. We have ten classes, two resource bases, a nurture room and a school farm. This provision enables us to meet the needs of the children and families with which we serve.

We are advertising this post on a HLTA salary and welcome colleagues that have worked with children in any form of pastoral setting. We have an existing pastoral provision however the successful candidate will be given every opportunity to put their own stamp on the pastoral set up at Marden Vale. The role of the successful candidate will include working alongside our SENCo, resource base leaders and senior leadership team on a day to day basis to remove barriers to children achieving their potential. There will be many opportunities to develop your career within this role.

We are very excited at the prospect of appointing a new Pastoral Leader with the drive, ambition and skills to help our dedicated staff to create an environment where families feel supported and cared for. We hope you will find the time to make an appointment to visit the children and hear more about the role.

If you would like further information about this exciting role or to arrange a visit, please contact me directly on awilson@dsat.org.uk

I look forward to hearing from you.

Best wishes

Andrew Wilson

Executive Headteacher



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CE Academy

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Job Advert

Job Title	Pastoral Leaders
Academy Name	Marden Vale CE Academy
Location	Marden Vale, Calne (SN11 9BD)
Hours	Full Time
Contract Type	Permanent
Salary	Grade H
Closing Date	17 th July 2018 @ 12 noon
Interview Date	20 th July 2018
September Date	1 st September 2018 (or as soon as possible after this)

Are you keen to challenge young people with opportunities they may not know even exist yet? Marden Vale CE Academy in Calne is looking for an Inclusion / Pastoral Leader to join our friendly, hardworking team.

We aim to raise pupils' aspirations so they begin to believe in themselves and understand that there is nothing holding them back.

At Marden Vale we know that the life chances of our pupils are determined by inspirational professionals who are prepared to go the extra mile to support the pupils within the academy. We are seeking to appoint a driven and experienced colleague who will work alongside our SENCo and Parent Support Advisor as part of an early help, pastoral team.

We are looking for a motivated and ambitious individual who will be committed to driving our high expectations for all pupils across the academy and have the resilience to make a real difference to the lives of our young people. You will possess strong interpersonal skills to effectively communicate with staff, parents, carers, pupils and external agencies.

We are determined to ensure that all our students reach their full academic potential and develop the skills and personality to lead successful lives. The pastoral approach within Marden Vale is integral to this.

We are looking for colleagues who are enthusiastic about inspiring young people, helping them to build resilience and a positive mind-set. We will support with additional training including safeguarding at advanced level.

If you want to make a real difference and are ready for a new challenge, then please get in touch using the contact details below.

We strongly encourage you to take a look at our website and that of the Trust to get a feel for us. Visits to the school strongly encouraged. Please contact the school office on 01249 704444 to arrange a suitable time.

Additional information

Please see links to the school and DSAT websites www.mardenvale.dsat.org.uk and www.dsat.org.uk.

For further information and to arrange a visit, please contact the school office on admin@mardenvale.dsat.org.uk or 01249 704444.

Marden Vale CofE Academy, William Street, Calne, Wiltshire. SN11 9BD

Marden Vale CofE Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All applicants will be subject to a full Disclosure and Barring Service check before appointment is confirmed.

Closing date (and time): Tuesday 17th July 2018 @ 12noon

Interview date: 20th July 2018

Job start date: 1st September 2018 (as as soon as possible after this date)

How to Apply

If you are interested in this position and would like to have a more detailed conversation before making the decision to apply for the post, please give us a call and we will be happy to help you with as much detail as possible to support this process. We encourage visits to our academies and conversations with our Headteachers and these can be arranged between yourself and the school.

When you have enough information to make your decision to apply, please complete all sections of the application form and return this either by post or email to our Executive Headteacher, Mr Andrew Wilson at awilson@dsat.org.uk

The closing date for applications is 13th July 2018 at 12 noon. All applicants will be notified of the shortlisting decisions by email. References for shortlisted candidates will be requested before interviews. Interviews are planned for wc 16th July 2018 and further details about the interview process will be emailed to the candidates in good time.

Job Description

Main Duties

1. Contribute effectively to teachers' planning and preparation of lessons
2. Work within a framework set by the teacher, plan own role in lessons including the provision of feedback to pupils and colleagues on pupils' learning and behaviour.
3. Contribute effectively to the selection and preparation of teaching resources to meet the diversity of pupils' needs and interests.
4. Contribute to the planning of opportunities for pupils to learn in out-of-school contexts, in accordance with school policies and procedures.
5. Deliver lessons to pupils, using clearly structured teaching and challenging learning activities which interest and motivate pupils and advance their independence as learners. This includes lessons delivered via distance learning or computer aided techniques.
6. Promote and support the inclusion of all pupils in the learning activities in which they are involved, using behaviour management strategies, which contribute to a purposeful learning environment, in line with the school's policy and procedures. Recognise and respond effectively to any equal opportunities issues which arise, eg by challenging stereotyped views, bullying or harassment, following relevant policies and procedures.
7. Advance pupils' learning in a range of classroom settings, including working with individuals, small groups and whole classes where the assigned teacher is not present.
8. Where relevant, guide the work of other Teaching Assistants in the classroom.
9. Organise and manage safely the learning activities, the physical teaching space and resources.
10. Assess and record the development, progress and attainment of pupils, and support teachers in evaluating pupils' learning needs.

Person Specification

CRITERIA	ESSENTIAL	DESIRABLE
QUALIFICATIONS	Qualified Teaching Assistant to Level 3 NVQ or equivalent GCSE level Maths and English	HLTA qualification Commitment to further professional development
EXPERIENCE	KS1 and 2 learning support experience	Primary School HLTA experience Understanding of the new primary curriculum
SKILLS AND ABILITIES	Ability to support children's learning, emotional needs, inclusion and behavioural development Enthusiastic and committed practitioner Classroom management skills Excellent communication and organisational skills Creative and able to motivate children Able to work well as part of a team and able to use own initiative as well as take direction Ability and willingness to listen to others, take and give advice Commitment to make a difference to pupil outcomes	Good ICT skills Skills which might be of additional benefit in school e.g. music, ICT, modern foreign language, sports etc.
PERSONAL QUALITIES	Values led and able to form warm professional and caring relationships with children and adults Professional, patient, calm and organised even under pressure Approachable & friendly manner Positive outlook, cheerful and flexible Good sense of humour & resilient Confident, consistent & reliable	Interests and enthusiasms outside of school - which might be shared in school



Salisbury Diocese Living and Working in Wiltshire

Wiltshire is home to the best preserved copy of the Magna Carta in the magnificent Salisbury Cathedral. Not only the UK's tallest medieval cathedral spire but as quoted by Bill Bryson in *Notes from a Small Island*, 'Salisbury Cathedral is the single most beautiful structure in England, and the Close around it the most beautiful space'. How wonderful to be part of this, as well as so many other highlights of the west country; the highest concentration of prehistoric sites in Europe, the World Heritage sites of Stonehenge and Avebury, England's first safari park at Longleat, and National Trust and historic homes at Stourhead, Bowood and Wilton House, set in surroundings made famous by palladium landscapers.

Discover an endless variety of music, literature and art festivals, food and drinks events, village fetes and local markets. Wiltshire has year round activities including sporting events at Salisbury Racecourse and Castle Combe racing circuit as well as traditional events such as the Downton Cuckoo Fair and the Wessex Country Fair.

For theatre goers there is not only the Salisbury Playhouse but the Wiltshire Music Centre in Bradford-on-Avon, Salisbury Arts Centre, the Lighthouse Arts Centre in Poole and many local amateur dramatic, art, literary and music societies.

Wiltshire is proud to have award-winning dining with three Michelin starred restaurants at some of our prestigious hotels as well as AA rosettes for fine dining. Keep an eye out for the Wiltshire Food & Drink logo which is awarded to properties that meet certain criteria regarding sourcing local produce. The keen foodies may want to follow one of the food trails, head to one of the Wiltshire farmers' markets for fresh produce directly from the supplier, or perhaps improve your culinary skills at a cookery school.

Wiltshire is also lucky to have some fine vineyards and breweries, including the Wadworth Brewery famed for its 6X bee and Bishop's Tipple and the Hopback Brewery selling wonderful flavours such as Summer Lightning and the Crop Circle! Why not also sample local cider and apple juice found in the local farmers' markets.

Wiltshire has lots of amazing places to explore; discover more about Salisbury, Swindon, Bradford-on-Avon, Trowbridge, Royal Wootton Bassett, Cricklade, Calne, Amesbury, Marlborough, Devizes, Chippenham, Tisbury and Corsham as well as other towns and villages.

<http://www.visitwiltshire.co.uk/>