



# SAXMUNDHAM FREE SCHOOL

“Providing a foundation for life”

## TEACHER OF GIRLS’ PE (FULL TIME OR PART TIME) JOB APPLICATION PACK

*Seaman Avenue, Saxmundham, IP17 1DZ*



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# REQUIRES A TEACHER OF GIRLS' PE – SEPT '17



SAXMUNDHAM  
FREE SCHOOL

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## JOIN US TO MAKE A DIFFERENCE IN SUFFOLK

Opened in September 2012, we are a small, growing school and ambitious for our students, seeing each individual as unique with their own strengths and needs. Saxmundham is a confident and happy place. Our students receive excellent pastoral care and support in a small school setting. Our staff knows each of their students as individuals.

A dynamic and motivational (full time or part time) teacher of Girls' PE is required to join the department at Saxmundham Free School. Whether you are an NQT or an outstanding teacher looking for a new challenge, you will play an active part in the School's development as we continue to grow year on year. You will help nurture a lifelong passion for sport and physical education and have the ability to inspire and develop the girls, as well as being a committed team player. If you are passionate about your subject, and want to work in an environment where you will really make a difference, Saxmundham Free School is the place for you.

### **Why join us?**

- Salary £22,477 to £38,294
- A chance to work with friendly, supportive colleagues
- Hardworking, enthusiastic students
- Suffolk is a beautiful county, with easy access to London for the occasional night out or theatre trip. Very close to the coast, with countryside walks and excellent food and drink.



We encourage visits to our school. To arrange a visit during the school day, please call 01728 633910 and visit the website [www.saxmundhamfreeschool.org.uk](http://www.saxmundhamfreeschool.org.uk)

Please return your completed application form and a formal letter of application to [hr@seckford-foundation.org.uk](mailto:hr@seckford-foundation.org.uk) or by post to HR Dept, Marryott House, Burkitt Road, Woodbridge, Suffolk IP12 4JJ.

**Closing date: 9 am on Tuesday 16 May 2017**

**Interview date: TBC**

The Seckford Foundation Free Schools Trust is committed to safeguarding and promoting the welfare of children and young people and successful candidates will be subject to an enhanced check from the Disclosure and Barring Service (DBS).

# INTRODUCTION FROM THE HEADTEACHER



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I am proud and privileged to lead Saxmundham Free School. My team and I are absolutely dedicated to the development of a safe, vibrant, successful and student-centred place of learning; we believe that our young people are capable of truly fantastic things and we expect them to strive to achieve their very best whilst studying with us. Working with parents, carers and the local community we look to provide a range of opportunities for our students to enjoy their learning and excel.

Our students tell us that they value the way lessons are delivered at Saxmundham and the strong relationships that exist in school between students and staff. This is only possible because of our small size.

We offer a traditional curriculum that enables our students to flourish academically and lay the foundations for their successful progression into post-16 learning. Our strong

pastoral support system and wide range of enrichment activities help our students to develop and contribute positively to the local community. As an inclusive school we celebrate the successes of all of our students together as a community and we have aspirations that everyone will make progress over and above the national average.

I hope this job pack goes some way towards answering any questions you have about Saxmundham Free School and our governing Trust. I would like to invite you to visit us and meet our students to find out more about our offering. Please contact us to arrange a visit.

Thank you for your interest in our school and I would like to take this opportunity to wish you well in your application.

David Lees  
**Headteacher**

*"Outstanding leadership has resulted in the creation of a highly cohesive school community. They communicate a sense of ambition that is reinforced, and shared, by all." Ofsted, 2014*



# VISION AND ETHOS

Here at Saxmundham Free School we have high aspirations for our students. We expect them to make above average progress and achieve to the very highest level in all that they do.

## OUR VISION

We will strive to ensure all of our students:

- **Achieve** their potential through a culture of high academic, personal and social expectations and aspirations
- Are recognised as individuals through **high quality inclusion and pastoral care systems** to ensure their needs are met
- **Learn in a safe, healthy and stimulating environment** in which every child matters and in which parents/carers and the wider community are part of the learning journey
- **Enjoy an all-round education** beyond academic study, so that each can discover his or her latent talents.

**Five underpinning principles drive the delivery of this vision:**

- **Academic** – a broad and balanced curriculum (including creative subjects) based on the traditional subject areas forms the structure for delivering knowledge, skills and understanding
- **Personal Education Plans** are provided for every student and teachers at Saxmundham Free School and cater for all students regardless of ability or need. High quality and regular training is provided to all staff to assist in the delivery of inclusive learning
- Form tutors are the backbone of our **pastoral care system**, they will be the main contact for parents/carers. They will deliver PSHE and citizenship and track all elements of the progress of the students in their tutor group
- **Enrichment** provides a more rounded learning experience beyond the classroom and allows our students the opportunity to develop current interests or discover new ones.
- **Pathways** provide progression into post-16 learning. Everything that we do is geared towards future learning and success.

# OUR ETHOS

Members of the Seckford Foundation Free Schools Trust family are all founded on the 6Cs to Success:

## CO-OPERATION

Students are expected to:

- Work with teachers and other adults to help them to understand what they need to do to achieve their targets
- Work appropriately with other students during learning activities to maximise progress and minimise wasted time
- Co-operate when given instructions that are for the benefit of their learning, achievement and progress.

## COMMITMENT

Students are expected to:

- Attend school to learn, achieve and make progress
- Be punctual to lessons and meet deadlines e.g. for coursework and homework when given
- Take responsibility for their own learning, achievement and progress;
- Have (a) long-term life goal(s) and focus every day on what they need to do to achieve it/them
- Know and understand the grades and levels that they need to achieve their daily, weekly, termly and yearly targets and overall life goal(s).

## CONFIDENCE

Students are expected to:

- Develop confidence in their abilities and belief in themselves and what they can achieve with the help of the appropriate staff
- Have high aspirations and the confidence that they can achieve those aspirations
- Have the confidence to ask questions, find out more and report anything which is stopping them learning, achieving or making progress.

## COMMUNITY

Students are part of a learning community and are therefore expected to:

- Set themselves and others high expectations and hold each other to them
- Care just as much about others being able to achieve their life goals
- Get fully involved in the life of their school, including enrichment and extra-curricular activities
- Get fully involved in the life of their local community;
- Understand the four different scales of community: local, regional, national and international
- Understand differences in others and value the importance of diversity.

## CHALLENGE

Students are expected to:

- Meet each challenge presented to them with confidence and positivity
- Undertake challenges as a means of making faster progress and achieving more
- Provide each other with appropriate learning challenges and support each other to achieve them
- Appropriately challenge any behaviour that is preventing them from learning, achieving and making progress.

## CELEBRATION

Our students are expected to:

- Celebrate the successes they have experienced in school and out
- Support others to be successful and celebrate when they do achieve and make progress
- Display behaviours that encourage themselves and others to strive to achieve greater success
- Have pride in the achievements of the staff, fellow students, school and wider community.

# THE CURRICULUM

The curriculum at Saxmundham Free School is set by the Trust Board. It is a broad and balanced, academic and traditional subject-based model which leads to students taking GCSEs at Key Stage 4.

The combination of GCSE subjects students are expected to take is designed to challenge and to enable students to achieve:

- the broadest range of skills that will provide a foundation for the rest of their learning and working lives;
- a high level of literacy and numeracy that will underpin the rest of their learning;
- a rounded education which will prepare them for life.

Our combination of subjects means that our students can achieve highly within the framework of current national measures (% English and maths (Grade 5+)/ EBacc) and in the up-and-coming national measures (Attainment 8/Progress 8) at aged 16.



# ENRICHMENT

Enrichment is an integral part of the curriculum and is one of the 5 underpinning elements of the Trust vision for our students. We believe that enrichment can extend the range of educational experiences for our students, broadening horizons, helping them to discover hidden talents, try new things and to promote their growing love of learning.

As a compulsory part of the school day, enrichment takes three forms. The first is the enrichment which takes place as part of the school's curriculum timetable. 5 lessons a week (the equivalent of one a day) are given over to enrichment activities. One of the 5 lessons is PSHE, two lessons are tutor activities (including a focus on the students' Personal Education Plans and assembly time) and two are activities that the students can opt into. These two lessons take place on a Wednesday afternoon and consist of a whole range of sporting, art, performance, crafting and other activities. Some activities for older students to choose from are:

- Combined Cadet Force – the Trust has an army platoon of the Woodbridge School CCF contingent based at Saxmundham Free School;
- Duke of Edinburgh award;
- Work Experience – meaning this could be part of a students' weekly timetable rather than done as a one-off block;
- Qualification courses, such as GCSE Computer Science or Latin (dependent upon demand).

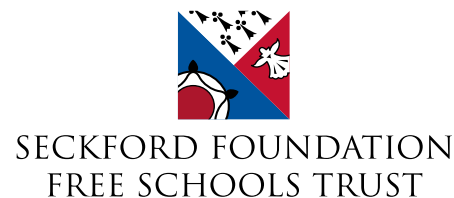
The second are the two enrichment days that take place on the last days of the Michaelmas and Lent Terms. At Michaelmas, fun educational school trips and activities take place off-site wherever possible. At the end of the Lent Term, the whole school comes together to take part in an activity which has an learning challenge, enterprise, work-related learning, citizenship or PSHE theme. Such examples of past Lent Term enrichment days have been 'Tournament of the Minds' and 'Battle of the Bands'.

The final element of compulsory enrichment is Enrichment Week, which takes place at the end of the Trinity Term in the summer.

# SECKFORD FOUNDATION FREE SCHOOLS TRUST

Saxmundham Free School is part of The Seckford Foundation Free Schools Trust (the Trust), which was established by the Seckford Foundation in 2012 to help local communities in Suffolk to set up and run free schools.

With the support of the Department for Education and the Seckford Foundation, the Trust opened Beccles and Saxmundham Free Schools in September 2012 and Ixworth Free School in September 2014. All of our schools are funded by the government and are non-selective; they are designed to provide an excellent, academically focused education for young people aged eleven to sixteen.



Beccles and Saxmundham Schools were both visited by Ofsted in May 2014 and both schools were rated 'Good' with some features rated as 'Outstanding'.

## SECKFORD FOUNDATION

The Seckford Foundation was established in 1587 by Thomas Seckford, an Elizabethan Lawyer who served Queen Elizabeth I for some 40 years in senior positions. Shortly before his death he built an Almshouse in Woodbridge for 13 poor men and bequeathed his estate in Clerkenwell to provide a continuing income to support the Almspeople. Woodbridge School, originally founded in 1577 was re-founded in 1662 by Robert Marryott, Francis Burwell and Dorothy Seckford, Thomas Seckford's niece. Although the Seckford Almshouses and Woodbridge School shared this strong family link, an association was not formalised until the mid-nineteenth century when both were embraced in the Seckford Charity, now known as the Seckford Foundation.



Seckford Foundation

## THE FOUNDATION TODAY

The Foundation's charitable objectives relate to relief of hardship due to age, poverty, ill health or disability, particularly in old age, the development of children and young people in the community and the advancement of academic and vocational education.

## CURRENT ACTIVITIES

The Foundation operates in and from Woodbridge, Suffolk, its traditional home and centre of operations, and throughout the county of Suffolk. It focuses on the following activities:

- The Seckford Almshouses, offering 10 Sheltered and 30 Very Sheltered flats, 19 residential rooms and a Day Centre;
- Woodbridge School, comprising Queen's House, The Abbey and the Senior School;
- The Free Schools at Beccles, Ixworth and Saxmundham;
- The provision of grants to applicants from the local community; and
- An apprenticeship scheme.

# APPLICATION INFORMATION FOR CANDIDATES...



Applications will only be accepted from candidates completing the application form in full. CV's will not be accepted in substitution for completed application forms in the absence of good reason, although you may refer to the CV in the relevant section of the application form.

Interviews will be offered to those applicants that best demonstrate how:

- skills, abilities and experience match the person specification and job description; and
- you evidence your commitment to the needs of the role in the Free School.



## KEY DATES

**Closing date for applications: 9 am, Tuesday 16 May 2017;** we reserve the right to appoint prior to closing date so please submit your application early to avoid disappointment.

**Interview date: TBC**

We do encourage you to make an appointment to look around the school; to arrange a visit please contact the school on 01728 633910.

### Any questions?

If you would like an informal discussion about any aspect of the role, please contact Karen Virr in HR on 01394 615168 in the first instance.

### Applying

If you decide to apply for this position please return your completed application form ([www.sffst.org.uk](http://www.sffst.org.uk)) and formal letter of application by:

**e-mail to:** [hr@seckford-foundation.org.uk](mailto:hr@seckford-foundation.org.uk)

**or by post to:** HR Dept, Marryott House, Burkitt Road, Woodbridge, Suffolk IP12 4JH

*All appointments are subject to the usual pre-employment checks to meet vetting and barring requirements. For more information about the application and vetting process please refer to the Explanatory Notes provided on the website.*