



MONK'S WALK
SCHOOL

CANDIDATE INFORMATION PACK



BEHAVIOUR SUPPORT MANAGER

EXCELLENCE FOR ALL

THIS POST



MONK'S WALK
SCHOOL

We are seeking to appoint a Behaviour Support Manager to join our behaviour support team from January 2025. A key role of the behaviour manager is to ensure that we have the best behaviour management practice possible.

Closing date for applications: noon on Monday 21 October 2024.

KEY FACTS ABOUT MONK'S WALK

ALL ABILITY

For students aged 11-18 of all abilities.
Over 1400 students

POPULAR & OVERSUBSCRIBED

688 applications (210 first preference) for 236 places in Y7. 89% of parents say they would recommend the school (Parent survey June 2023)

STRONG ETHOS

Inclusive ethos with focus on mutual respect and good behaviour. We aim for our students to be co-operative, courteous and kind.

ACADEMICALLY SUCCESSFUL

Well above average Progress 8 score (0.6) for Year 11 students in 2023 and an average A Level grade of B-

BROAD CURRICULUM

24 courses at KS4 and 26 at KS5, including all three sciences

BROAD EXTRA-CURRICULAR PROGRAMME

A wide programme of activities, trips and visits and enrichment activities

POPULAR SIXTH FORM

268 in the sixth form and a member of the Welwyn Hatfield consortium.

STRONG FOCUS ON WELLBEING

For both staff and students. 93% of staff say they enjoy working at MWS (Staff Survey July 2023)

STRONG FOCUS ON STAFF DEVELOPMENT

We are committed to staff development including Initial Teacher and Early Career Framework training.

ABOUT OUR SCHOOL



We are a mixed school of about 1,400 11-18 year old students in Welwyn Garden City, a Hertfordshire new town on the outskirts of London.

Transport links are superb – direct rail links to London in less than 30 minutes; M1, A1(M), M11 and M25 all minutes away. WGC is a pleasant place to live – it even has John Lewis! The school is situated in a greenbelt area in the prosperous northwest corner of the city. Our grounds are magnificent and the view from the school is lovely. In September 2020 we opened a new teaching block to replace one of the more rundown ones. The DfE have just agreed funding for a new sports hall for the school.

Monk's Walk is a genuinely all-ability school. The number of students with learning challenges is in line with the national average, with 17% supported at SEN Support or with an Education and Healthcare Plan (EHCP). Our support for students with SEND is a real strength of the school.

We have a small number of blind or partially sighted students who receive specialist support. We also work very closely with Knightsfield School, a special school for deaf children on our campus.

We do not pursue academic achievement at the expense of the wider development of the individual, however. Form tutors, heads of year and heads of house all have important roles in the social, personal and academic support of individuals. Our house system is strong, providing a range of all-ability competitions and activities for mixed age groups. Recently we have become the first school in the country to have a recycling machine with the credit going as house points. All members of staff are allocated a house, except me who has to try to stay impartial of course.

Parental confidence in the school is high; there were 688 applications for 236 places in Year 7 for September 2023,

with 210 of those as first preference. Each year we hear appeals for students wishing to join the school.

The school has an extremely effective behaviour policy and in general behaviour is very good indeed. Our students want to learn and our parents are, on the whole, extremely supportive. Attendance is high, although in common with most schools affected by COVID. Our aim is for our students to be co-operative, courteous and kind.

There is a genuine 'buzz' around the school and we have a very strong reputation in the city. In September 2023, the school was judged by Ofsted to be 'good'. We were really pleased with the comments made by inspectors and expect the report to be published any day now.





GCSE exam results in 2023 were outstanding . 60% of students gained the strong basics (grade 5+ in both English and Maths) and 78% standard basics (grade 4+ in English and maths). Our attainment 8 was 54.16 and progress 8 +0.60. All well above national. Students of all abilities did better than would have been expected, given their starting points. Disadvantaged students made the progress that would have been expected given their starting points – unlike in most other schools in Hertfordshire where it is often well below. Students with SEND did phenomenally well. To look at the school's provisional results in the league tables google 'school performance tables 2023'.



In terms of progress, disadvantaged and SEND students do better in the school than they do nationally. BAME students attain very well and have good progress, as do each of the ability groups. We pride ourselves on the fact that Monk's Walk is an inclusive school.

The school has about 268 in the sixth form and this is the largest sixth form the school has ever had. We are also a member of a consortium with four other schools which provides a wide range of opportunities for students. Monk's Walk has the largest sixth form of the five schools and currently we have 82 guest students in Year 12 and

61 in Year 13. At Monk's Walk we concentrate on providing A Level only (with the exception of iMedia), with decent numbers of students studying the facilitating subjects. Vocational programmes can be taken at Oaklands College or in other consortium schools.

A Level results in 2023 were also very good , with average point score per grade at 36.38 equivalent to B-. In 2022 almost all students who applied made it to their first or second choice university, high quality apprenticeship or employment. Students access a range of universities, with over 40% accessing Russell Group in 2022. We currently have 11 former students at Cambridge University.

Unfortunately, some schools are making cuts in creative subjects such as Art, Music, Drama and PE and even some DT specialisms. At Monk's Walk, these subjects are strong as we see these areas providing important learning opportunities for our students. All of these subjects are running at GCSE and A Level. Science subjects are among the most popular subjects at A Level.

We have a full orchestra (as well as other musical groups), thriving Art, Music, PE and Sport and an outstanding Drama department. Members of other departments involve themselves in extra-curricular activities in Music, Sport and Drama.

Knightsfield School (a special school for deaf children) is co-located with Monk's Walk School. We have an outstanding partnership arrangement; at key stage 3 Knightsfield students join classes in Art. A few students are also integrated into GCSE groups. Knightsfield students join ours for lunch every day in our canteen in B Block. One of our music teachers teaches at the school.

The school became an academy in September 2012. The decision to convert was purely pragmatic and trustees have no intention to make changes to teachers' pay and conditions beyond those made as part of national agreements.

Induction, training and continuing professional development have a very high priority in the school. All staff have an induction programme on joining the school.

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SAFEGUARDING

Safeguarding at Monk's Walk takes precedence over any other activity in the school. It's vitally important to us that students feel safe in school so they can learn and thrive. As part of the recruitment process, we will ask about safeguarding students and obviously questions about candidates' suitability to act as tutor. References will be sought and an enhanced criminal records check will be undertaken for this position. Please note, it is an offence to apply for a role where the applicant is barred from engaging in regulated activity relevant to children.

BEING AN ECT



If you are an ECT you would be offered the opportunity to spend 3 weeks with us in July and be paid for it. The three weeks gives you the chance for a really comprehensive induction programme. You will meet and observe some of your teaching groups and find out about your form. If you are a Year 7 form tutor, you will also take part in the transition day when Year 6 come up to the school. You will get to know the senior leadership team, your head of department and the members of your teaching team. Simple things, such as learning about the school's management information system and having a log-in, as well as becoming familiar with the staff and the school's facilities, will help you to have a flying start to your career when September comes. Hopefully, being familiar with the school will help you to have a restful holiday, free of any concerns, so that you can have a proper rest after your teacher training!

We also offer the full two-year ECT induction programme, offering a blend of face-to-face and online training for ECTs and their mentors, based on the Education Development Trust's DfE accredited provider materials. This provides training on key aspects of teaching such as assessment and behaviour for learning, as well as providing a local network of support with other ECTs in similar subject areas through the Alban Teaching School Hub. Additionally, all staff have access to a bespoke CPD programme which has learning and teaching at its centre. We know too that there is much to take on board when starting at a new school and provide a bespoke programme of six well-timed training sessions for ECTs and those new to the school to ensure that you are supported and fully informed about the procedures of the school.

Monk's Walk School's 'coaching culture' ensures that all ECTs are supported by experienced and trained instructional coaches, as well as by their Heads of Department and department colleagues. We provide opportunities to observe other colleagues, both within and across departments, as well as provide opportunities, Covid-permitting, to visit other schools.



Monk's Walk School is a fantastic place to start your teaching career. In the words of one of our previous NQTs (ECT): "I joined MWS as an NQT (ECT), and felt fully supported not just by my department, but by the staff as a whole. Everyone is so friendly and always willing to help if you need it. The school has a great atmosphere and ethos. This filters through to the students' behaviour and general attitude to learning, which has always been fantastic." Angelina Sordillo (DT teacher).

THE BEHAVIOUR SUPPORT TEAM



Monk's Walk is a truly comprehensive school that does not select, either overtly or covertly. Hence, although the vast majority of students behave extremely well, there is a small number who need additional support to manage their behaviour. The school has an inclusive policy towards managing behaviour and formal exclusions from school are rare. This does not mean that we have low expectations of students' behaviour – just the opposite. The good behaviour of the vast majority of our students is testament to two things, the quality of teaching and learning in the school and the effective work of the behaviour support team.

There are three members of the team, including a Lead Behaviour Manager and a Deputy. The team manages students in our Alternative Centre for Education (ACE room) where students are referred for short or slightly longer periods of time. Members of the team also respond to 'on-calls' from teachers who require support with individuals. Sometimes the behaviour support team will negotiate for the student to return to the class or take the student to the ACE room. Students taken from lessons automatically serve a detention on the same day – this is managed by the behaviour support team.

A key role of the behavior support manager is to ensure that we have the best behaviour management practice possible. This needs to be a proactive, rather than reactive approach. They may bring knowledge of this from their current role in a school/ education or other setting. Certainly, they will need to have well developed behaviour management skills. This role also requires good communication skills, spoken and written as well as a broad understanding of what motivates young people.

JOB DESCRIPTION

Post Title:	Behaviour Support Manager
Job Detail:	Full Time, 37 hours per week term time + INSET (39 weeks per year)
Job Grade:	H5
Responsible to:	Lead Behaviour Support Manager

Job Purpose

- To support, supervise and manage learning for identified students to ensure that they achieve their full potential
- To ensure that the school aims are put into practice
- To ensure that the school is a disciplined, well-ordered place for purposeful learning to take place
- To assist in classrooms with managing student behaviour
- To provide mentoring support for students

Key Processes

- Planning, organising and supervising learning for identified students
- Monitoring and evaluating student progress
- Celebrating success
- Managing behaviour
- Administration and ICT tasks
- Promoting the School
- Liaising with parents, students and staff
- Attending appropriate meetings and training

You will work as a member of a team of three Behaviour Support Managers, under the direction of the Lead Behaviour Support Manager.

Key Areas of Responsibility

1. Management and supervision of the ACE Room (Alternative Centre for Education) in conjunction with the team of Behaviour Support Managers.
2. Responding to 'On Call' requests to remove a student from a lesson.
3. Supporting after school detentions
4. Visiting lessons to support the learning of targeted students.

5. Working with highlighted students to improve their behaviour and attitude to learning.

6. Co-ordinating the learning for identified students.

Other specific responsibilities will be negotiated and agreed with the successful applicant

This job description sets out the duties of the above post at the time it was drawn up. The Headteacher may vary the duties from time to time without changing their general character or the level of responsibility entailed.

Monk's Walk is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

PERSON SPECIFICATION

1. Educational Qualifications/Training

- Good standard of literacy and numeracy (at least GCSE or equivalent in English and Maths)
- Evidence of training and development (D)

2. Professional Experience

- Experience of working with young people (preferably in a school or similar organisation)
- Working as part of a team

3. Professional Knowledge and Understanding

The successful applicant will need to demonstrate knowledge and understanding of:

- Supporting young people and managing their behaviour
- Building positive rapport with colleagues and students
- Effective use of ICT
- How to communicate with a variety of audiences (parents, carers, students, teachers, professionals), both orally and in writing
- How to organise and manage time effectively and how to prioritise.
- Managing conflict resolution effectively

4. Personal Qualities and Skills

Ideally, we are looking for someone who:

- Is aware of their strengths and areas for development
- Is self-confident and calm
- Is resilient
- Can work as part of a team
- Has empathy for students and colleagues
- Is co-operative, flexible and responsible
- Is reliable, well organised and committed to high standards
- Is able to contribute to the staff community
- Has a sense of humour!

D = Desirable

YOUR ROLE IN OUR FUTURE

Monk's Walk School is a thriving, vibrant, learning community where our aim is to bring the best out of everyone. It is a very good school with the ambition and plans to be even better.

We are not complacent though – we know all schools have room for improvement! We set ourselves high standards and ambitious targets to enable us to reach our goal. I hope this information has given you a flavour of our school. Please read the Ofsted report and visit our website and Facebook page – Monk's Walk School Official - for more information. If you feel you can contribute to the behaviour support provision for the school and would like to join us, then please apply.

HOW TO APPLY

I really hope the information we have provided makes you want to apply to join us. If you would like to talk about the post in a bit more detail or visit the school before applying, please contact Andy Riley, Lead Behaviour Manager. His e-mail address is: ARiley@monkswalk.herts.sch.uk.

Please apply, via the My New Term website. You should also include a letter of application. In your letter of application, please explain how you demonstrate that you fulfil the requirements of points 2 and 3 on the person specification (page 9 in this pack).

The deadline for us to receive your application is noon on Monday 21 October 2024.

We look forward to hearing from you.

We will shortlist for this post and then we will contact shortlisted candidates by telephone or e-mail to invite them for interview. We reserve the right to ask candidates for an earlier interview if appropriate. We will ask referees of shortlisted candidates to complete our reference form, a copy of which can be found on our website for your reference.

Matt Grinyer

Headteacher
October 2024

