



**FULLHURST**  
COMMUNITY COLLEGE  
EST. 1991

# Assistant Principal

## Information Pack







Dear Applicant,

It is a privilege to introduce myself as Principal and to thank you for expressing an interest in working with us here at Fullhurst Community College. To be part of Fullhurst Community College is to transform lives. We are proud to serve a diverse community of over 1150 students, aged 11-16 years, on our large site in south west Leicester and are oversubscribed each year

In 2016 our Progress 8 measure was +0.48, the highest in Leicester and in 2017 it was +0.64, placing Fullhurst in the top 200 schools in England. Whilst we currently do not have confirmed progress scores for 2018, what we do know is that our 5+ percentage in English and Maths rose by 12% and 4+ by 11%. These outcomes are exceptional; demonstrating the strength of our curriculum and that all groups of Fullhurst students achieve beyond national targets. We are extremely proud of our students' progress and achievement which continues to increase year on year.

Due to both the success and the popularity of the college, Fullhurst is currently expanding in student numbers and over the next three years we will grow to accommodate 1500 students. To facilitate this, a new build is being developed in conjunction with Leicester City Council on Ellesmere Road. We have named this site Fullhurst Fosse Campus; it will operate as a Key Stage 3 hub from August 2019. As a result, we need to increase our staffing capacity and therefore this role is being advertised.

Fullhurst Community College was inspected by Ofsted in January 2018. The visit was the first short inspection carried out since the college was judged to be good in October 2012. We are very proud to announce that Fullhurst Community College continues to be good. The report states; *"Staff work hard to maintain the schools many strengths and improve the school further. There is a clear-sighted focus on improving GCSE outcomes, combined with a deep-seated moral commitment to serving the needs of the young people in the area, especially the most vulnerable."* Challenge Partner reviews, most recently in 2017, suggest the school has many outstanding features. In 2017, Fullhurst was recognised by the Department for Education as Secondary Regional Champion at the Pupil Premium Awards, In December 2017, we were extremely proud to be announced as the Leicester Mercury School of the Year 2017 and in June 2018, we were announced as Silver Award winners in the Pearson National School of the Year Awards.

Your involvement in our journey to outstanding cannot be underestimated. You will have ample opportunity to share in and enhance our current good practice. The potential for your own professional development is outstanding and we provide excellent support for new staff.

If you have any questions please do not hesitate to contact the college on 0116 282 4326 or via email [recruitment@fullhurst.leicester.sch.uk](mailto:recruitment@fullhurst.leicester.sch.uk) Visits to the college are welcomed and encouraged; please contact us to arrange a convenient time. I look forward to receiving your application and accompanying letter explaining why you are a suitable applicant for the position.

Yours faithfully

S Piggot  
Principal

*Transforming lives*

Principal: Mr Steve Piggot  
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# Transforming lives at Fullhurst Community College



Fullhurst Community College's priority is to provide the highest quality education for every student in a supportive and inspiring environment. It is our aim that students leave the college as successful, confident and responsible young people equipped with academic qualifications as well as the personal and social skills to enable them to succeed and make a positive contribution to society. We take great pride in seeing our students flourish and move on as confident young adults.

Our newly built Fosse Campus has been designed to echo the current Imperial Campus, with the blending of the traditional heritage of the front of the site with the new build at the rear. The continuity across the two sites maintains the college's strong branding and identity and will aid the transition of students between the two campuses.

The new campus has involved refurbishment and extension of the current building as well as the construction of a new teaching block including new classrooms, science labs, a music room, food technology facilities and a drama studio. There is also external landscaping, with car parking and play areas, plus a courtyard with outdoor dining facilities. Fullhurst Principal, Mr S Piggot, said; "We're very proud of our growth over the past few years, with Fullhurst now being rated in the top 200 schools nationally. The learning environment is vitally important for both students and staff. Getting these state of the art new facilities will not only allow us to welcome more new students to the college, it will also help us to continue to raise standards."

We offer a broad and balanced curriculum designed to ensure that every student has the opportunity to fulfil their potential. Students follow personalised pathways for learning which meet their individual needs. All students learn more about the world around them in Citizenship and RE lessons and through our tutor programme. Careers education, information, advice and guidance is offered to students in each year at Fullhurst Community College including trips and workshops, work experience and mock interviews.

We strive to ensure that work is closely matched to students' abilities and rigorous enough to provide the challenge necessary for students to achieve their very best. We know that some of our students have individual learning needs which may affect their progress across the curriculum and we have a committed team of teachers and teaching assistants trained to support students with a variety of needs, able to facilitate in class support, small group work and individual one-to-one support. Students showing aptitude in specific areas will join our more-able groups which run in all curriculum areas.

The positive benefits of the Pupil Premium can be seen across the college and particularly in the increasing percentage of students making better than average progress. We were extremely proud to be announced as Secondary Regional Champion at the Pupil Premium Awards 2017. The award recognises the college's success in raising aspirations and ensuring disadvantaged students can fulfil their full potential. We're continually looking to improve the outcomes for our students.



Transforming lives

# Fullhurst Community College

## Reasons to join our team



Fullhurst Community College first opened its doors in 1991 and we have never been more excited about our future.

### We listen to our staff

Following a recent annual staff survey, 96% rated the performance of the college as good or very good. 97% said they would recommend the college to prospective parents.

### We value our staff

We have signed up to work towards achieving the Wellbeing Award for Schools (WAS). This award focuses on ensuring effective practice and provision is in place that promotes the emotional wellbeing and mental health of both staff and pupils. *"Staff value the support they receive from senior leaders as well as the focus on their well-being."* Ofsted January 2018

### What we can offer you:

- A comprehensive induction process, with all new teaching staff offered a mentor.
- Commitment to providing a supportive and developmental culture for all staff, through an extensive CPD programme.
- Collaborative planning sessions, where dedicated time is set aside for the department to plan collectively and therefore reduce workload.
- A comprehensive support structure.
- Developmental lesson observations which are not graded.
- Free access to our fully equipped on-site gym and preferable rates for college facilities hire.
- Cycle to work scheme - designed to promote healthy travel to work and reduce carbon footprint.
- Childcare scheme - allows money to be taken out of your salary before Tax and National Insurance.
- Eye care vouchers - help with your eye care if your work involves significant periods of time looking at a computer screen.
- Vectis discount card - an easy way to save in store on shopping, eating out and much more.
- Annual flu jab - to protect against those winter germs.
- Staff can always approach their line manager for assistance but they also benefit from a dedicated team who provide a confidential counselling service offering telephone or face-to-face appointments, 365 days a year.
- We're committed to equality and diversity. We have our very own Stonewall Champion and are committed to equal opportunities for everyone.
- We provide a wide range of activities and events for staff to relax and enjoy across the year including staff BBQs and sporting activities.
- We are part of the Teachers' Pension Scheme for teaching staff and the Local Government Pension Scheme for support staff.



Transforming lives

# What staff have to say about Fullhurst Community College



"When I joined Fullhurst I was immediately impressed by the supportive nature of the staff and the desire that all staff share to make a difference to the students who attend the college. This has not changed in the time I have been at Fullhurst. I have had the privilege of leading on Teaching and Learning over the past few years, and have seen the college go from strength to strength in that time and know that we all share a desire to enable students to achieve the best possible outcomes that they can during their time with us. Fullhurst is a great place to work."

**Mrs C Bailey**  
**Deputy Principal**

"I started working at Fullhurst Community College as the Standards and Progress Leader for Maths and ICT in September 2016. Having worked previously as a second in department at a different school in the city, I was ready to influence students' lives on a wider scale and this seemed the best opportunity to do so. When I stepped into Fullhurst Community College, I knew that this was where I wanted to work. The college's goals fall in line with my personal goal as a facilitator of learning, which is that 'every child irrespective of their background has the right to achieve and do well to the best of their capability'. The belief that teachers have in their students is the driving force behind our success. Students know that you genuinely want them to do well, and this dedication from both parties brings about the brilliant results the college continues to achieve. Staff development is also at the forefront of the leadership team and at Fullhurst I have been given opportunities to embark on courses to improve my leadership skills. Students at Fullhurst genuinely want to do well and the college provides them with the environment to do so. It is amazing to be part of the success story of a college which improves the lives of students in their community, giving them a chance to stand tall as equals with students from all over the country."

**Mrs V Adeniyi**  
**Standards and Progress Leader, Maths and ICT**

"Since joining as a fresh-faced NQT in 2012, I have seen Fullhurst go from strength to strength. The staff working here are an incredible team, which is reflected in the results, which continue to improve year on year. I have had the pleasure of teaching a diverse range of amazing young people at Fullhurst, many of whom still have strong ties to the college and keep us updated on their successes. Hearing about these positive outcomes is so rewarding and a big part of why I am still enjoying my time here six years later. I am proud to be part of the team as the college expands and very excited to see what happens in the future."

**Mr T Jones**  
**Teacher of English and Film Studies**

"I started working in education in 1992 as a teaching assistant in a primary school. In 1994, I began working as a TA at a secondary school mainly with two students with SEN, this was a very unusual role at the time. When the students left I became a science technician at the school. I joined Fullhurst Community College as a science technician in 2005. I have seen lots of changes over the years, for the better. I have been through several Ofsted visits with the college attaining higher outcomes each time. Working here is very rewarding, the staff are a great team, working together for the benefit of our students both academically and in their own personal development. Expectations of students are high and staff work together to help them achieve their best. Fullhurst is also a fun place to be!"

**Miss T Marlow**  
**Technician, Science**



"I joined Fullhurst Community College straight after a successful School Direct programme and completed my NQT year here. Fullhurst have a fantastic NQT programme where you gain outstanding support to help you develop to become the best teacher you can. Two years later I was fortunate to be offered the position of Head of Physical Education. The reason I applied to work at Fullhurst is their ethos of transforming lives. I believe that as a teacher, you can provide every student with equal opportunities so that they can reach their full potential and that is exactly what Fullhurst offer. Working with a variety of students from completely different backgrounds, I find to be very rewarding and enjoyable. Every day something new can happen which keeps you on your toes! I love working here because you feel like you make a real difference to our students' lives in both their academic and personal development."

**Miss M Bird**  
**Head of PE**

"I started working at Fullhurst Community College as receptionist back in 2008. I chose to work here because I had heard positive things and wanted to be part of a school that was evolving. After a time, I found myself really enjoying the engagement with the students, at this stage I knew I wanted to be in a role that offered more and found myself interested in the pastoral route. I became the Assistant Head of Year 8 and enjoyed this experience very much. Later I progressed to Head of Year, rolling with our year groups and every year group brought its own challenges and rewards. Four years on, I am now the static Head of Year 11 and loving it. I really enjoy this role as I get to see the students through their most crucial year and help support them through college applications and exams. It is also amazing to come and be a part of results day and makes it all worthwhile! I enjoy working here because I like being part of a fantastic pastoral team that is dedicated and committed to helping our students achieve their best. I enjoy the daily challenges and I look forward to even more future successes."

**Mrs R Buckle**  
**Head of Year 11**

"I joined Fullhurst in 2014 as a Curriculum Leader in the Mathematics & ICT Faculty. I have been supported effectively throughout my time at the college which has allowed me to professionally develop quickly as an individual and enabled me to make a bigger impact on the outcomes of our students. It is clear that Fullhurst is relentlessly driven by a clear moral purpose of improving the life chances of all of our students. This is done not only through the curriculum we deliver but the huge variety of extra-curricular opportunities on offer. I am proud to be a part of the positive impact that Fullhurst Community College has on students, staff and the community".

**Mr S Willcock**  
**Assistant Principal**

"I joined Fullhurst Community College in 2013 as Cover Instructor. Having graduated from university at a later stage of my life, I wanted to make a contribution to society by working with teenagers from challenging backgrounds. I work closely with staff and students which enables me to develop relationships of mutual respect and trust with colleagues and at the same time build positive relationships with my students. At Fullhurst, staff are encouraged to develop their skills and are given ample opportunities for professional development. This motivated me to apply for a new position and in autumn 2018 I was successful in securing the role of English Mentor. I am passionate about English, as a mentor I teach English to small groups of students and I thoroughly enjoy the outcomes I achieve. I chose to work at Fullhurst because I wanted to make a difference to young peoples' lives. If you are passionate about transforming and improving the lives of young people, then this could be the school for you."

**Ms F Bhattay**  
**English Mentor**

# Fullhurst Community College

## Recruitment advertisement



**Post title:** Assistant Principal – Standards – Fosse Campus

**Salary:** Leadership scale point 14-18

**Contract type:** Full time and permanent

**Responsible to:** Principal

Due to our expansion we are seeking a dynamic, inspirational and committed Assistant Principal. This role would see the successful applicant lead on either Standards at our Fosse Campus.

In 2017 our Progress 8 score of +0.64, placed Fullhurst as one of the top 200 schools nationally. Our excellent 2018 outcomes have seen a 12% rise in the number of students achieving a grade 5 or above in both English and Maths. Additionally, we are very proud to be the Department for Education 2017 Pupil Premium Secondary Regional Champion, 2017 Leicester Mercury School of the Year and 2018 finalists in the Pearson National School of Year Awards.

As a college, we passionately believe in transforming the lives of young people from one of the most deprived communities in the UK. With over 50% of our students from disadvantaged backgrounds, we know that our success is genuinely doing this. If you want to be part of our continued success and if you believe in improving the life chances of young people from disadvantaged backgrounds we look forward to receiving your application.

A letter (2 sides of A4 maximum) detailing why you are a suitable candidate for the position should accompany your completed application. Further information about these roles is included within our candidate pack.

Further details, including the application form, are available from our website [www.fullhurst.leicester.sch.uk](http://www.fullhurst.leicester.sch.uk) or by emailing [recruitment@fullhurst.leicester.sch.uk](mailto:recruitment@fullhurst.leicester.sch.uk)

Completed applications should be returned to The Principal, Fullhurst Community College, Imperial Avenue, Leicester, LE3 1AH or via email at [recruitment@fullhurst.leicester.sch.uk](mailto:recruitment@fullhurst.leicester.sch.uk)

**Closing date: Monday 21st January at 9.00am**

Fullhurst Community College is committed to safeguarding and promoting the welfare of all children and young people. Please note that an Enhanced DBS (Disclosure and Barring Service) statement will be obtained for the successful applicant.



Further information about the role:

### **Standards - Fosse Campus**

The successful applicant to this role will lead on establishing, maintaining and raising standards at the Fosse Campus. Fosse Campus, situated across the road from our existing site, is a £15 million new build which we will be utilising for the first time from August 2019. In 2019-20 the site will have 300 Year 7 students, with this number rising in 2020-21 to 600 when it will become our site for Year 7 and 8 students.

This exciting and unique new role will see the successful applicant help establish and maintain the standards for Year 7 students, which will build upon the recent successes of Fullhurst. Working alongside a Deputy Principal, subject leaders and pastoral team based on the site the successful applicant will take the lead on quality assurance and student standards at our Fosse Campus.



# Fullhurst Community College

## Job Description



**Post title:** Assistant Principal

**Salary:** Range L14 – L18

**Contract type:** Full time and permanent

**Responsible to:** Principal

**Line management:** Identified member of Extended Leadership

### Framework

To work within the framework of the teachers' pay and conditions (as per Assistant Headteachers), current legislation and the policies of the college.

### Core purpose of the post

Share in the leadership of the college by working in partnership with the Principal, senior and middle leaders to provide an outstanding education for the children, whilst ensuring sustained college improvement occurs in the quality of teaching and learning throughout the college, and the aspects of college life for which you are accountable.

### Key accountabilities

- Share leadership of the college as a member of the senior leadership team.
- Carry out the professional duties of a teacher as and when required with the expectation that teaching is outstanding.
- Take responsibility for promoting and safeguarding the welfare of children and young people within the college.
- Ensure the quality of teaching, learning, assessment and student progress across the college.
- Have strategic leadership for developing an engaging creative curriculum.

### Leadership and management responsibilities

The leadership team aims to offer effective leadership and efficient management and have agreed to:

- set and maintain clear expectations for staff and students.
- be consistent in upholding agreed principles and practices.
- Be approachable and enable two-way communication.
- listen to and support colleagues.
- recognise the best practice within the college and facilitate its sharing.
- challenge unacceptable performance.
- inspire others through a positive and enthusiastic approach.

### Duties as a classroom teacher

Assistant Principals will be expected to teach across the age and ability range in accordance with the job description for a classroom teacher, including:

- teaching in an agreed curriculum area.
- planning structured lessons that meet the needs of individual students and sharing plans and teaching resources with colleagues.
- maintaining records, marking and assessment of students' work according to college and departmental policies, external examination and national curriculum requirements.
- reporting on students as required by the college policy and national curriculum requirements.
- using college procedures to maintain your teaching area/s to a standard that motivates students and meets health and safety requirements.
- following safe working practices in all your teaching and duty situations.
- supporting the tutorial system as required.

While every effort has been made to explain the main duties and responsibilities of the post, each individual task is not identified.

This job description is current at the date shown, but in consultation with you, may be changed by the Principal / Director of Resources to reflect or anticipate changes in the job commensurate with the grade and job title.

The post-holder will be expected to carry out tasks / duties as directed by the Principal that are commensurate with the responsibilities of a member of the college Senior Leadership Team.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

# Fullhurst Community College

## Person Specification



**Post title:** Assistant Principal

**Salary:** Range L14 – L18

**Contract type:** Full time and permanent

**Responsible to:** Principal

**Line management:** Identified member of Extended Leadership

| Qualifications, education and training  | Essential (E) / Desirable (D) |
|---|-------------------------------|
| Qualified teacher status.   | E                             |
| Evidence of recent and relevant professional development or training.   | D                             |
| Additional qualification e.g. National Professional Qualification for Headship (NPQH), National Professional Qualification for Senior Leadership (NPQSL), Masters etc.          | D                             |
| Experience  |                               |
| A sustained successful track record of leadership.  | E                             |
| A successful track record as an Assistant Principal or senior leader.   | D                             |
| A minimum of 8 years teaching experience.   | D                             |
| Teaching experience in more than one school.  | D                             |
| Proven experience of raising standards across a team of staff.  | E                             |
| Experience of staff management and effective team leadership.   | E                             |
| Experience of successfully leading whole school developments.   | E                             |
| Experience of working in partnership with wider stake holders and external agencies.  | E                             |
| Professional knowledge and understanding  |                               |
| Knowledge of comparative data for target setting and analysis of performance.   | E                             |
| Knowledge of current curriculum developments at both Key Stages 3 and 4.  | E                             |
| Knowledge of broader educational issues e.g. Special Educational Needs and Disabilities (SEND), Careers Education, Information, Advice and Guidance (CEIAG), Pupil Premium etc. | E                             |
| Understanding of the process of strategic planning.   | E                             |
| Understanding of financial management and planning.   | D                             |
| Awareness of good self-evaluation processes (including basic HR procedures).  | E                             |
| Good knowledge of safer recruitment and child protection issues.  | E                             |
| Skills / abilities  |                               |
| Excellent classroom practitioner.   | E                             |
| Effective communicator.   | E                             |
| Good ICT skills.  | E                             |
| Excellent team player with the ability to lead, motivate and inspire others.  | E                             |
| An ability to successfully think creatively, solve problems and offer solutions.  | E                             |
| An ability to successfully set, monitor and evaluate targets and action plans.  | E                             |
| An ability to meet deadlines, work under pressure and establish priorities.   | E                             |
| An ability to successfully make decisions based on rigorous self-evaluation.  | E                             |
| Personal qualities and attributes   |                               |
| Good attendance and punctuality record.   | E                             |
| Demonstrate enthusiasm and energy for the leadership process.   | E                             |
| Commitment to supporting the full life of the college.  | E                             |
| Professional appearance and manner that reflects well on the college.   | E                             |
| Approachable, trustworthy and reliable.   | E                             |



|  |   |
|--|---|
| Ambitious, hard-working and diligent.  | E |
| Friendly, supportive, challenging and caring.  | E |
| Demonstrate confidence, positivity and authenticity.   | E |
| To be adaptable, flexible and responsive to change.  | E |
| Equal opportunities  |   |
| Must be able to recognise discrimination in its many forms and willing to put the college's equality and diversity policy into practice.               | E |
| Commitment to equal opportunities and equal value for all students.  | E |
| Other conditions   |   |
| Able and willing to attend/achieve further training/qualifications where appropriate.  | E |
| Must satisfy relevant pre-employment checks. An Enhanced DBS (Disclosure and Barring Service) statement will be obtained for the successful applicant. | E |