



Job Application Pack

Trust Chaplain

Temporary (1 year fixed term), Full Time or part-time to be considered

Term-time only (+ 3 weeks)

Salary: Grade 9, Point 24 – 28, £31,099 - £ 34,723 (FTE)

Actual Salary: £29,051 - £32,436 per annum

Welcome from the CEO



Archway Learning Trust is a vibrant learning community where students are cared for, receive a high quality education and experience every opportunity to be successful.

School years are amongst the most important in our lives, helping us to develop the knowledge, skills and characteristics we need to succeed. At Archway Learning Trust, we are committed to giving every child the very best start that we can. We offer outstanding teaching and learning and exceptional personal support in an inclusive, faith based environment. I became a teacher because I believe in equal opportunities for everyone.

I also believe that every child has the right to an excellent education. Learning is at the heart of any good society and the opportunity to learn from teachers who are committed, enthusiastic and innovative is a right that all children should have.

Our mission is to help children to understand and believe in themselves, respect and care for others and to develop a wide understanding of faith, the world around them and their place within it. The determination of our youngsters to succeed, and the passion of our teachers to make a difference, makes me proud to be Chief Executive Officer of this diverse and dynamic family of Trust's.

S. Hampton

About the Trust

Archway Learning Trust, previously Bluecoat Academies Trust was formed in April 2014 as a result of the very long and successful history of Bluecoat Academy. We recently welcomed three further secondary schools in Derby to the Trust and opened Bluecoat Trent Academy, a secondary Free School in Nottingham in September 2021.

The Trust comprises of Bluecoat Aspley Academy, Bluecoat Sixth Form, Bluecoat Wollaton Academy, Bluecoat Beechdale Academy, Bluecoat Primary Academy, The Nottingham Emmanuel School and Sixth Form, The Long Eaton School, Lees Brook Academy, Alvaston Moor Academy, Bluecoat Trent Academy and the Bluecoat SCITT Alliance (School Centred Initial Teacher Training).

Our aim as a Trust is to shine a spotlight nationally and internationally on our inclusive ethos so that more schools and academies can be encouraged to take up our approach to inclusive, enriching, knowledge based teaching, preparing young people for lifelong learning based firmly on our Christian principles.

The growth of the Trust is a truly exciting time for prospective candidates who are looking to further their careers in a dynamic learning community that has opportunity at every point to share and learn from each other in order to become the best that we can be.

We are proud of our diverse student population and passionate to create a staff team reflective of this diversity. We actively welcome applications from all backgrounds and you can be assured of a warm welcome at Archway.

Our Schools

Bluecoat Aspley Academy

Bluecoat Aspley Academy has approximately 1500 students, including 500 in the Sixth Form, based in the city centre. Bluecoat Academy Aspley is the largest school in the Trust and was the founder of Archway Learning Trust (previously known as Bluecoat Academies Trust).

The Academy is both distinctively Christian and inclusive with all students being part of a large, diverse and multi-ethnic family that we are very proud to be a part of. Bluecoat Aspley Academy is a School of Sanctuary, welcoming students and families from all backgrounds. Believe in yourself, in others, in God centres around everything we do by acting out the values of faith, family, hope and respect. Wellbeing for all is extremely important and the Academy strives to support all.



Bluecoat Aspley
believe in yourself, in others, in God



Bluecoat Wollaton
believe in yourself, in others, in God

Bluecoat Wollaton Academy

Bluecoat Wollaton Academy has 800 learners and is both distinctively Christian and inclusive, with a relentless ambition to enable every member of our Academy 'family' to be the best they can be. Bluecoat Wollaton was graded as 'Outstanding' in all categories in its Ofsted inspection in 2018. The school's outcomes place it consistently in the top 10% in the country and it was also awarded the highly coveted World Class Schools Quality Mark, which is awarded to the top schools in the country.

Bluecoat Beechdale Academy

Bluecoat Beechdale Academy is a growing school, with over 800 students on roll. The numbers have increased each year since our sponsorship began and we are delighted with the growing confidence that local families are expressing by making Beechdale their first choice school in increasing numbers. Bluecoat Beechdale Academy is not formally designated as a Church of England Academy, but shares the ethos and many of the Archway values.



**Bluecoat Beechdale
Academy**
Believe. Belong. Achieve



Bluecoat Primary
believe in yourself, in others, in God

Bluecoat Primary Academy

Bluecoat Primary Academy opened in January 2015. The primary school is located near our Bluecoat Beechdale Academy in a brand new state of the art building on Harvey Road and is home to 420 primary aged children, 26 Nursery pupils and a small focus provision for children with ASD. Like Bluecoat Aspley and Bluecoat Wollaton Academy is both distinctively Christian and inclusive.

The Nottingham Emmanuel School

The Nottingham Emmanuel School is a Church of England secondary and Sixth Form, with 1,000 students, including over 140 in the Sixth Form. The £25 million site is located near the banks of the River Trent in West Bridgford. The School is a diverse community, serving families and students from every academic, social, faith and ethnic background. Emmanuel has been praised nationally for its outstanding work as an effective, inclusive Church school.





Bluecoat SCITT Alliance
Nottingham

Bluecoat SCITT

Based at Bluecoat Aspley Academy, the Bluecoat SCITT offers school based Teacher training in a range of schools and subjects. As an accredited provider of school based teacher training, we are committed to training outstanding teachers to work within the East Midlands region. Our comprehensive one year School Direct Training Programme is offered for both Primary and Secondary trainees, as well as a salaried option in certain subjects.

Bluecoat Trent Academy

The Bluecoat Trent Academy (BTA) opened its doors in September 2021 with the founding cohort of Year 7 pupils. BTA is an 11-16, non-faith school. For the first year BTA accommodates six forms of entry, growing to eight forms in subsequent years.



The new build for the academy will be built on the former site of Clarendon College, on the edge of Forest Fields, close to Mapperley Park. Whilst the new academy is being constructed BTA will, for the first two years, be based in its own building on the site of Bluecoat Aspley Academy on Aspley Lane. The school will be underpinned by the ethos of all the Archway academies whilst establishing its own unique vision and values.

Lees Brook Academy

Lees Brook Academy (LBA) based in Derby has 1,120 students and is a school that puts its students at the heart of everything it does. The school's motto 'Lead, Believe, Create, Succeed' was chosen by its students and is at the core of everything that the school does. Lees Brook is passionate about its extra-curricular provision in particular the thriving Duke of Edinburgh scheme. Lees Brook is a school that cares for the people within it.



Lees Brook
Academy

Alvaston Moor Academy

Alvaston Moor Academy has 890 students on roll and places a strong emphasis on the importance of hard work and academic achievement. Our Academy vision is at the heart of everything we do, 'Ambition, Manners and Achievement'. We also recognise the importance of positive relationships, equality and respect. Situated in the heart of the City of Derby, it serves a diverse local community and serves families from many different backgrounds. The curriculum offered is broad and specifically designed to engage and challenge its students.



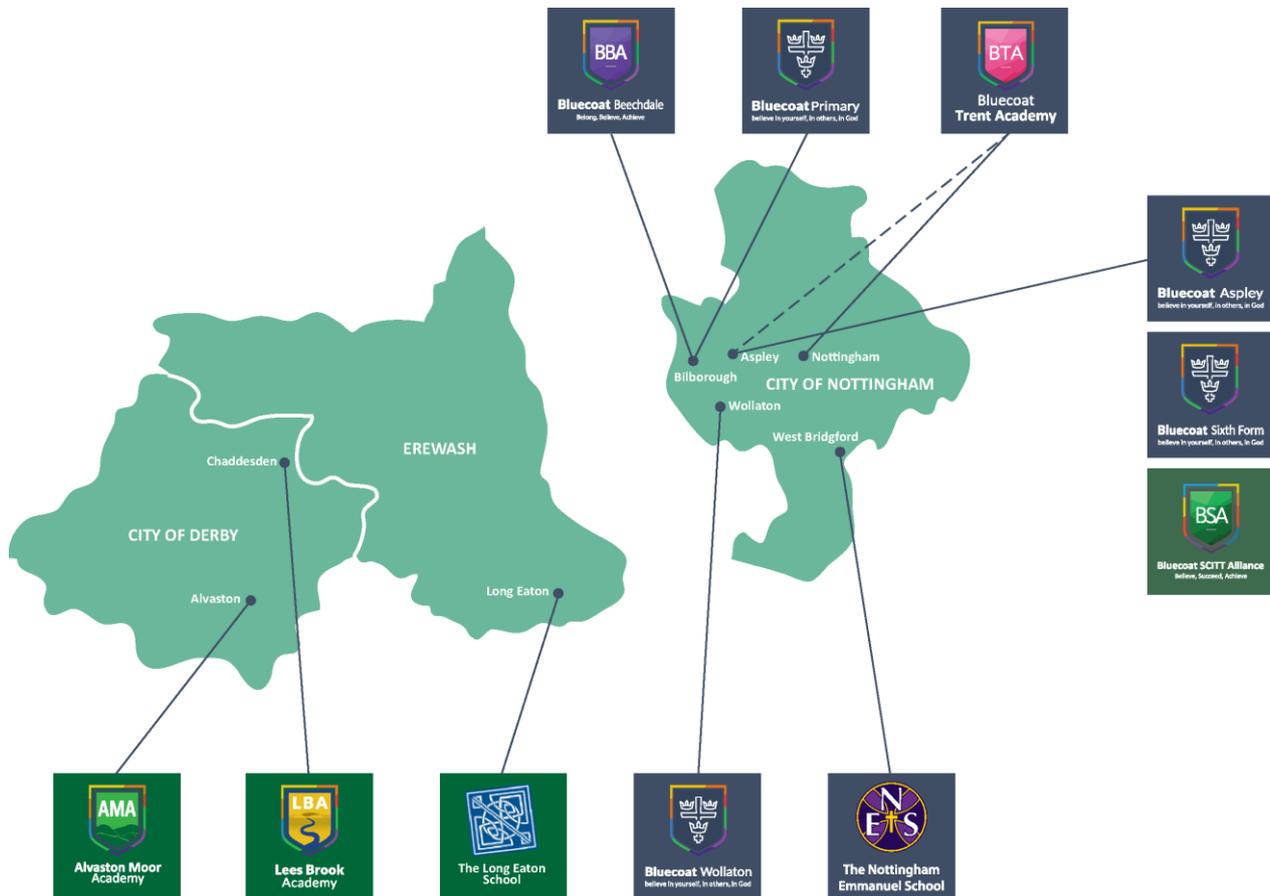
Alvaston Moor
Academy

The Long Eaton School

The Long Eaton School with 1,078 students is built on a long tradition of academic success, dating back to 1910. The school has gained an excellent reputation for the quality of its educational provision and its developments in Literacy and Numeracy have earned the school the prestigious Quality Mark and our approaches have been shared nationally as a model of good practice.



School Locations



Welcome from the MAT Team Deputy CEO- Stuart Anderson



The Deputy CEO provides direct line management and support for a cluster of Academies within the Trust. They have a secure understanding of each school over time and the staff and contexts within which they will operate. They are there to address performance, drive change and raise standards by understanding the school's needs, working with its Principal and wider staff in order to facilitate appropriate Trust (or wider) support. Moreover, they ensure that children in that school are best served by Archway Learning Trust in the ethos upon which the Trust prides itself.

Further details found at <https://www.archwaytrust.co.uk/about-us/head-office-team-education-2/>

Corporate Services – Michelle Walshe – Corporate Services Director



Enables effective governance for the Trust that meets the various regulatory requirements; oversees the marketing and communications of the Trust and drives service improvement through the leadership of service management.

Further details at <https://www.archwaytrust.co.uk/governance/>

Operations – Nathan Jeremiah – Chief Operations Officer



Change management, strategic planning and effective people management to create a highly agile, scalable and user focused technology experience. Playing a key role in growing the Trust and ensuring that through every step of the Trust's development technology always acts as enabler.

Further details at

<https://www.archwaytrust.co.uk/about-us/head-office-team-education-2/>

Finance – Stuart Bird – Chief Finance Officer



Stuart is a Chartered Accountant with over 30 years' experience in financial roles across the public and private sector. Having spent the last 10 years in senior positions in the NHS he is committed to ensuring the trust makes best use of all resources at its disposal and that it provides the best possible education to our pupils and students. Stuart works across the trust with ELT colleagues, Academy principals and trustees to ensure we have a strong financial position and scalable central services.

HR- Kirsty Woolls – Chief People Officer



Kirsty has worked in Human Resources in the Education sector for almost 20 years and most recently as HR Director in a large Trust of 21 schools operating across 10 local authorities. As People Strategy Director, Kirsty is responsible for the operation of all HR strategies and policies as well as the lead for industrial relations, reporting to Trustees and the lead professional in regards to senior level HR casework. Kirsty also provides professional advice in relation to HR and employment matters for all our leaders. Kirsty is committed to prioritising Employee Wellbeing, Engagement, Development and in improving the Archway people offer for all colleagues.

The Vacancy

We are seeking to appoint an enthusiastic Trust Lead for Chaplaincy, to lead our team of Christian Youth Workers. Archway Learning Trust has recently become a 'Growing Faith Hub' and this vacancy is a part of our continued commitment to grow faith across Nottingham, in the communities that we serve. As a Church of England Trust, faith underpins everything that we do. In recent years, the faith provision offered in our Church of England schools has been exemplary. In appointing to this role, we are recognising the need to be more strategic in our delivery of Christian Distinctiveness, engaging in deeper partnerships with our local churches and growing faith at home, as well as at school. Our Trust Lead will work in partnership with our diocese, as well as alongside the national, Church of England 'Growing Faith' team, to ensure all in our Archway family may flourish.

Candidates should pay attention to the job description/person specification and explain within their application how they meet the criteria, whilst also describing what they will bring to the post from their own knowledge and experience.

Applications

For more information about Archway Learning Trust and the vacancy, please visit www.archwaytrust.co.uk/vacancies. To apply for the role click apply which will take you to the application form for the post. We would encourage you to refer to the job description and person specification, demonstrating your suitability for the role.

Closing Date: Monday 12th June 2023

Interview Date: TBC

Due to the number of applications we receive, it is with regret that we cannot respond to every application, if you do not hear from us within two weeks of the closing date, please assume that on this occasion your application has unfortunately not been successful.

Trust Ethos, Mission, Vision and Values

The Trust believes in the transformational power of education for each individual and that this is enhanced through collaborative working between the academies.



Working Together, Transforming Lives

Safeguarding Children and Young People

Archway Learning Trust is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are therefore expected to behave in such a way that supports this commitment. Appointment to this post will be subject to the following satisfactory pre-employment checks:

- Health
- Identity
- Relevant work qualifications
- Right to work in the UK
- Barred List Check (previously List 99)
- Disclosure & Barring Service Check (for all staff and volunteers)
- References
- Childcare Disqualification Declaration Check (relevant Primary School posts only)
- Online Searches

Job Description

POST TITLE: Trust Chaplain

SALARY: Grade 9, Point 24 – 28

RESPONSIBLE TO: K Lacey, Trust Lead for Christian Distinctiveness

JOB PURPOSE

This post holder will work across our Christian schools at Archway Learning Trust, leading our team of Christian Youth Workers. As a person of Christian faith, the Trust Chaplain will work to develop an 'Archway Way' for how we do Christian Distinctiveness across our schools. They will implement this whilst also supporting our Christian youth worker team at local level, ensuring a quality assurance process is in place at each school, and a Christian ethos underpins everything that happens, day to day. The Trust Chaplain will create a strategic plan of improvement for Christian Distinctiveness, impacting positive change, so that all in our Archway Family can truly flourish. This role will require a person with great interpersonal skills, being the main link between our Trust and the Diocese, helping to grow faith through engagement with schools, churches and homes.

GENERAL RESPONSIBILITIES

1. Support the overall Christian ethos of the Trust.
2. Be aware of and comply with Trust policies and procedures including but not exhaustive of:
 - Acceptable Use of IT Policy
 - Code of Conduct
 - Extremism & Radicalisation Policy
 - Health, Safety and Security Policy & Guidance
 - Keeping Children Safe in Education (Part 1) Guidance
 - Safeguarding Policy and Training Slides
 - Whistleblowing Policy
 - IT Pack including Acceptable Use Statement
 - Health, Wellbeing and Benefits Policy
 - Finance Policy
3. Be aware of and support difference and ensure equal opportunities for all.
4. Contribute to the overall aims of the Trust and Academy Improvement Plans
5. To develop and implement own professional development and skills
6. To behave in a manner that is professional, friendly, fair with students and colleagues demonstrating and role modelling politeness and respectfulness
7. To demonstrate an excellent record of attendance and punctuality.
8. Work cooperatively as part of the Trust wide staff team
9. Undertaking any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined.

SPECIFIC RESPONSIBILITIES

- Lead our team of Christian Youth Workers, working across schools in Archway Learning Trust to grow and develop Christian Distinctiveness in each unique setting
- Develop an 'Archway Way' of how we 'do' Christian Distinctiveness in our faith schools, explaining who we are, why we are here and how we live out our Christian vision and values

- Work with each school to see how the above can underpin, support and develop their work at a local level
- Manage a budget which is used as part of a strategic vision to grow faith
- Lead training for staff, helping all to grow in their understanding of what it means to be a part of a Church of England academy
- Have a clear understanding of the SIAMS framework so that you can support schools in their self-evaluation process, delivering training where necessary and impacting change as required
- Develop a quality assurance program, to ensure all students get the best possible provision for collective worship, tutor time and other activities which are led by our Christian Distinctiveness team
- Lead the Trust as a Growing Faith Hub and be the go-to-contact for the National Church of England office in communications around this. For more information: [Hubs Introduction.pdf \(churchofengland.org\)](#)
- Develop relationships between church, school and home, helping to grow faith and allowing all staff and students to flourish
- Use social media and school websites as an outlet to share news and events with our wider family (including families, local churches and our diocese) so that all can be encouraged by the way our staff and students live out Christian virtues

STAFF CONDUCT

- All employees are expected to familiarise themselves and follow the Trust vision and ethos during their working lives with Archway Learning Trust.
- We are professional people and expect professional conduct (behaviour and language) based on mutual respect, good manners, politeness and common courtesies for all members of our community. We expect that at all times employees behave in a manner that role models positive behaviours for our students to follow.
- Physical violence, verbal abuse and swearing are unacceptable and not tolerated.
- Employees are expected to maintain a professional relationship with students.
- Staff will be fully supported by the Trust at all times in carrying out the behaviour policy.

DRESS CODE

- The Trust expect staff to wear professional business dress mirroring our high expectations of our student dress code.
- Some functions within the Trust are required to wear uniform that will be supplied by the Trust.
- When working in the kitchens or any food outlet at the Trust, staff are expected to wear full protective clothing at all times.

PERSON SPECIFICATION		
	ESSENTIAL	DESIRABLE
EDUCATION & TRAINING		
GCE A Level or equivalent Level 3 qualifications		X
A degree in 'Theology', 'Religious Studies', 'Philosophy' or other relevant course		X
A youth work qualification, or experience working in a youth setting	X	
Experience in counselling, coaching or mentoring		X
Have an basic IT literacy understanding	X	
EXPERIENCE		
Previous experience of working as a Chaplain/ Christian Youth Worker in a School		X
Ability to lead successful projects, measuring impact and leading change	X	
Experience of leading in a Church setting		X
Working or leading in a diverse, faith community which aims to be inclusive of all		X
KNOWLEDGE		
Knowledge of the Church of England, diocesan structures and local parish communities		X
Knowledge of the education sector, key stakeholders and how to network effectively with a wide range of supporting sectors		X
Understanding of key Christian teachings and these would be spoken about in a school context	X	
Ability to identify potential barriers to impacting change, and how to implement support plans and coaching strategies to assist others in their professional development	X	
PROFESSIONAL SKILLS		
An ability to model expected behaviours to the young people you serve	X	
Ability to organise your time well, prioritising commitments and delegating effectively	X	
Work within a team to lead change and measure impact	X	
Hold meetings that are productive and focused, for impacting change and leading with impact	X	
Initiative and the ability to work without supervision.	X	
Ability to communicate with a wide range of people effectively	X	
Commitment to Equal Opportunities	X	
Willingness to work within the Christian framework of the Trust	X	
Suitability to work with children: Enhanced DBS Check	Undertaken on appointment	
Excellent organisational skills with a willingness to respond positively to changing circumstances and manage conflicting circumstances	X	

PERSONAL QUALITIES		
Integrity, right judgement and a good sense of humour	x	
Confidence, independence and flexibility	x	
Commitment to the job and to the young people, families and churches you will serve	x	
A deep commitment to the Christian faith, practiced in your personal life and lived out in your interactions with others	x	