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**INFORMATION FOR CANDIDATES**

**ALEXANDRA PARK SCHOOL**

**(Lead school for the New River Trust)**

**2018-2019**

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**BACKGROUND INFORMATION**

Alexandra Park School (APS) is the lead school in the New River Trust (NRT), a multi-academy trust in North London. The school, which is located on a well-tended five-acre site adjacent to Durnsford Park and the Muswell Hill Golf Club in the London Borough of Haringey, made a decision to become a single academy in 2011. It received an OfSted Inspection visit immediately after its conversion and was judged ‘Outstanding’.

The school’s motto is “Success for all” and this is achieved by providing an environment in which all students flourish and are able to achieve their optimum level. A highly developed and embedded culture of learning is at the heart of everything the school does. When they join APS, and throughout their experience at the school, students find a supportive and friendly environment, where high standards of discipline and behaviour are expected and maintained. APS provides a safe, structured working environment where every individual is encouraged to strive for excellence.

APS is committed to working collaboratively with primary and secondary schools, specialist organisations and universities in order to ensure best practice and optimise opportunities for its students. It applied successfully to become a Teaching Alliance School in 2012 when it established the New River Teaching Alliance (NRTA). The NRTA’s mission is to raise academic standards at APS and across all NRTA partner schools; recruit the very best candidates into the profession; develop existing teachers and coordinate research into strong and effective educational practice. All Haringey secondary schools joined the NRTA as partners. APS converted to multi-academy status at the end of 2016 in order to develop further its collaborative working model.

APS is a thriving, dynamic, non-selective school that offers an outstanding curriculum experience and achieves excellent outcomes for its students. It aims to ensure that all students make excellent progress from the point at which they arrive in Year 7. Attainment at Key Stage 4 and 5 has increased year-on-year for over 5 years. APS students study a predominantly traditional curriculum with a focus on the core subjects of English, maths and science. At Key Stage 4 academic achievement is high: at the end of the 2016-2017 academic year, Progress 8 was 0.58, Attainment 8 56.4 and 84% of students achieved good passes in five GCSEs including English and Maths. This places us in the top 10% of schools nationally.

The school is consistently over-subscribed at Year 7 entry and has been for several years. The number of parents choosing APS as their first, second and third choice in applications for secondary entry in 2016 and 2017 was higher than for any other maintained secondary school in Haringey. Applications to join the Sixth Form increased over the same period, with applications for September 2017 outnumbering available places by a ratio of 1-5.

APS is proud to be a truly comprehensive school offering a broad, balanced and accessible curriculum that recognises and responds to the needs of its rich and diverse community. The school appreciates that young people live in times of rapid cultural change and increasing cultural diversity. It believes it has an essential role to play in enabling students to understand and respect different cultural values and traditions and the processes of cultural change and development. APS fosters confident and responsible citizens who are prepared to meet the challenges of life. When it was awarded the World Class Schools Quality Mark in 2015, APS students were enthusiastic contributors to the process.

The Sixth Form offers an extensive range of courses and recruits externally as well as internally. The provision has been independently assessed (ALPS) as in the top 10% of institutions nationwide. At its last inspection of APS, Ofsted judged the Sixth Form as Outstanding in every category. In 2017 88% of our students achieved A\*-C grades at A level, 65% A-B with 37% being awarded the top A\*/A grades. Two thirds were successful in their application to one of the UK's top 30 universities and three quarters of our students were able to follow the course they had chosen at their first choice university.

In its most recent report on the school, Ofsted noted that: “Alexandra Park School is an outstanding school. The decisive and inspirational leadership of the Headteacher and a highly effective leadership team has enabled Alexandra Park School to continue its journey of rapid improvement. It is a reflective and self-critical organisation which lives its aim to ‘put learning first’ through its every action.”

“Students are highly motivated learners who make rapid progress from their starting points through outstanding teaching, an excellent curriculum and exemplary care, guidance and support. Attainment is high and rising. Students are highly committed to their studies and are aspirational. Their ambitions are high as is reflected in large numbers of students progressing to the most competitive courses and universities.”

Whilst being rightly proud of its achievements, APS recognises that its success rests on its ability to appoint outstanding, highly qualified staff who bring vision, energy, enthusiasm and very high expectations to the school. Its recruitment processes are aimed at finding and appointing those who are committed to excellence in education.

Please visit the APS website for more detailed information about the school http://www.alexandrapark.school

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| school_logo**GUIDANCE NOTES****HOW TO COMPLETE YOUR APPLICATION FORM**The application form plays an essential part in choosing the right person for a job. It is the information contained in your application and supporting statement that will decide whether or not you are invited for an interview or to the next stage in the selection process.**1. PERSONAL DETAILS**Where it says ‘known as’, this is for example if your official documentation shows you as ‘Elizabeth’, but you like to be known as ‘Liz’.**WORKING IN THE UK**Under the Asylum & Immigration Act 1996, you will be required to provide proof of your eligibility to work in the UK.We always need to see original documents. You will only be able to work for us once we are sure that you able eligible to work in the UK. If you are unsure about your status then you should contact the Home Office.**2 to 3. PRESENT OR MOST RECENT EMPLOYMENT/ PREVIOUS EMPLOYMENT**We need you to provide us with your complete employment history, and any gaps in your employment history of more than one month should be explained – for example, carers and childcare responsibilities. \*We may ask for references to cover a full five year history, which may include time spent at school/further education. For this five year history please provide full postal addresses, including postcodes.If you were employed by an agency during that time we need to know the agency details and the companies that you were placed at.If you have been self-employed during the last five years, this means that we will need to see your tax returns for that period if you are successful.If you have been claiming benefits in the past five years we may contact the Benefits Office to verify this if you are successful.**4. QUALIFICATIONS & TRAINING/ PROFESSIONAL QUALIFICATIONS**Please give details of your education, qualifications and training, starting with secondary school.**PROFESSIONAL QUALIFICATIONS** If we have requested that you have a professional qualification for this job (like QTS, HLTA status), you will need to provide us with the relevant original certificates/registration documents.**5. TRAINING COURSES ATTENDED IF RELEVANT**Mention any short courses that you have attended, including dates that are particularly relevant to the job you are applying for.**6. SUPPORTING STATEMENT & ACHIEVEMENTS**This section is your opportunity to tell us how you meet the criteria in the person specification. Take each relevant item and tell us about your skills, experience, knowledge and achievements.Give specific examples of what you have done which prove your ability. If the person specification says, ‘able to organise activities’, you must do more than say, ‘I am an organised person’. Give an example by describing something that you have done which tells us about the skills that you used and the steps that you took.You can use examples from your home life, time spent in education, voluntary work or from your hobbies/interests if you do not have any formal experience.**7. REFEREES**You should provide the names and the addresses of two people who know you and who are able to comment on your suitability for the post. One of these should be your current or most recent employer. If you are a school or college leaver, give your head-teacher’s or your tutor’s name. It is always advisable to make sure that your referees know you have used their names before we contact them. The appropriateness and accuracy of references will be checked. You are also advised that any previous employer may be contacted to verify the details you provide.**8. REHABILITATION OF OFFENDERS ACT / DECLARATION**Please read this carefully before completion.The DBS, an Executive Agency of the Home Office, provides wider access to criminal record information through its Disclosure service. This service enables organisations in the public, private and voluntary sectors to make safer recruitment decisions by identifying candidates who may be unsuitable for certain work, especially that involving children or vulnerable adults. The DBS was established under Part V of the Police Act 1997 and was launched in March 2002.You can get more information about the DBS at [www.crb.gov.uk](http://www.crb.gov.uk)Please make sure that you read and sign/positively tick the declaration.**All applicants are required to complete the DBS form even if you do not have a criminal record. The form should be completed in full, signed and placed in a separate sealable envelope with the following details written on the outside Private & Confidential, your name, position applied for, date of application. The envelope should be returned with your completed application form.**We do not exclude people who are related to, or have a close personal relationship with employees or school governors. We will make sure that they do not take part in the selection for this post.**MONITORING**The school has an Equal Opportunity in Employment Policy that is monitored to ensure that our employees reflect the community that we serve. The information provided will be treated in strictest confidence and will only be used for monitoring purposes. |