



Wyvern
Academy

Enriching Lives, Inspiring Ambitions

RECRUITMENT PACK

Isolation Manager



Consilium
Academies

Enriching Lives, Inspiring Ambitions

Welcome from the CEO

Dear Candidate,

Thank you for your interest in the position of Isolation Manager at Consilium Academies.

At Consilium, we believe in enriching lives and inspiring ambitions through our values of:

Partnerships

Opportunity

Integrity

Excellence

Equity

Being people-centred

We recognise the unique value of each individual, whether they are staff or students and are dedicated to ensuring that every member of our Trust reaches their full potential. To achieve this, we collaborate with stakeholders and external organisations to build relationships that enhance opportunities for all members across the Trust.

Our focus on being people-centred extends to providing exceptional professional development for all members of our Trust, including teaching and support staff. This commitment is reflected in our Centre for Professional Learning, where colleagues have access to tailored training opportunities and resources to meet their specific needs.

We firmly believe that every student, regardless of their background deserves an excellent education and an equal opportunity to fulfil their potential. This vision guides us in creating an environment where every pupil can thrive.

As part of our Trust, our academies align with collective aims, including prioritising holistic development of pupils academically, socially and emotionally. We aim to instil a passion for life long learning and continual improvement among our academies, staff and students, empowering them to pursue their aspirations and ambitions. Our goal is create a family of academies that is inclusive and embraces diversity, fostering a supportive community where all members feel inspired and empowered to succeed. We also value our stakeholders as partners in our collaborative efforts with the communities we serve.

Consilium Academies is currently undergoing significant development with numerous opportunities for all staff. Joining us now presents an exciting prospect for professional and personal growth.



Mr Michael McCarthy

Chief Executive of Consilium Academies

Welcome from the Headteacher

Dear Candidate,

Thank you for expressing an interest in joining Wyvern Academy and Consilium Academies. This post gives you the exciting opportunity to join a strong and developing team in a vibrant, happy, inclusive school and to make a real difference to the lives of our young people, being ready to be successful in their next chapter. I hope this provides some useful context and helps you to decide whether you would be a good 'fit' within our school and Trust team.

Team Wyvern prides on having high expectations and high standards. We are committed to ensuring that every student experience first-class learning and education, so that they can reach and exceed their potential. This is reflected in our school's vision that we achieve *'Excellence in all that we do'*.

"Wyvern is a place in which pupils are being prepared to succeed in life." (Ofsted 2023)

Our relentless focus on excellence has led to sustained and significant improvements in all areas of our school provision. We are a 'Good' school, as confirmed by Ofsted (June 2023). Compared to similar schools nationally, we are in the top 10% most improved for the progress and attainment that our students are making. Practice within school is beyond 'Good' and realising 'Outstanding'.

"Leaders have achieved their ambitious vision of giving this community the school it deserves. Wyvern Academy is a place where pupils are happy, safe and learn well." (Ofsted 2023)

Our school operates with a great feel of inclusivity and community. This is typified by respectful relationships that exist between teachers and students. Our learning environment is clearly focussed on high academic standards for all of our students. Our school has a friendly, warm, orderly, and calm environment, allowing our classrooms to be healthy and conducive environments for learning.

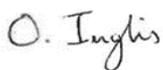
We have an excellent CPD and induction offer for our staff that is supported by our Centre for Professional Learning (CfPL): at any point in your career, you will be well looked after.

Wyvern Academy really is a great place to work, and we are proud to be part of the Consilium Academies Trust of nine schools.

"Staff are proud and happy to work at this school. They are keen to 'roll up their sleeves and work hard. They are committed to leaders' vision of securing the best life chances for pupils in their community. Staff are confident that leaders value their well-being." (Ofsted 2023)

Our students are truly fantastic, and they deserve an excellent appointment. We really care about them and their futures and pride ourselves on excellent relationships. You can see them - and us - and get a better sense of what we are about on our website here.

I hope that this is the right opportunity for you, good luck with your application.



Mr Owen Inglis

Headteacher – Wyvern Academy



About the Academy

Wyvern Academy is a coeducational secondary school with academy status, located in the Branksome and Cockerton area of Darlington, County Durham, England. We are looking for an exceptional candidate to join us on our journey to becoming a truly outstanding school.

As a Consilium Academy, Wyvern Academy is built on the values of the Consilium charter. The purpose of the charter is to ensure our mission and values translate into practice within our Academies, ensuring that every student benefits from our distinctively inclusive ethos.

At Wyvern Academy, we believe in:

Partnerships – Collaboration is the key to success. We work together to deliver on the promise set out in our mission statement.

Opportunity – Our aim of “Enriching Lives, Inspiring Ambitions” applies to all members of our Trust community, with our inclusive approach delivering a breadth of opportunities to give each individual the chance to fulfil their potential and prosper.

Integrity – Through our student-centred approach, advantage and ability are never seen as a ticket to involvement. We believe in every child’s right to high-quality education and access to amazing opportunities – irrespective of their individual circumstances. Integrity at Consilium means always putting students at the heart of everything we do.

Equity – We are truly inclusive, believing passionately that every student should be given the skills and support needed for them to meet their full potential. We are aspirational for all of our students, and we will ensure every student has the opportunities they need to achieve the highest of ambitions.

Excellence – We don’t settle for second-best, our standards are always high and we support everyone across the Trust to achieve them.

People-Centred – We genuinely want the best for each member of Consilium, that’s why everyone is treated with the highest level of respect. Our inclusive culture inspires us to be bold and engenders trust. It brings us together in ways that help us make a difference

About the Trust

The Consilium Mission

“Enriching Lives, Inspiring Ambitions”

We are proud to be Consilium Academies, a Trust that believes in the unique value of each individual. Our vision, actions, and purpose are guided by this principle and a dedication to do all we can for the communities we serve.

We never put a ceiling on potential. Instead, we work with our Academies to provide high-quality education that is truly inclusive, giving every student the same opportunities to develop the skills and knowledge they need to thrive in life beyond the classroom.

We are committed to enriching the lives of all those involved in our Trust through an ambitious, student-centred approach to education.

Consilium Academies is a Multi-Academy Trust consisting of nine schools based across three hubs in Salford, South Yorkshire, and the North East of England.

We believe in inclusivity, both in the schools and communities we serve and are committed to working with our Academies to ensure our ethos is realised on a daily basis.

- The lives of our young people should be enriched by care, experience, and opportunity. This is achieved by;
- helping children and young people to succeed to their potential academically, socially, and emotionally;
- instilling a passion for lifelong love of learning and continued improvement so that our academies, staff, and students achieve their aspirations and ambitions;
- creating a family of academies that are inclusive and embrace diversity, where all members of the community feel supported, inspired, and empowered to succeed;
- ensuring all stakeholders are seen as partners in our work within the communities we serve.

The Trust operates a Central Team led by our Interim Chief Executive, Tracey Greenough. The team provide direct services to our schools as well as Trust-level accountability, leadership, and management. We operate a strong partnership model and our partner schools are instrumental in the continual growth and development of our Trust. We work with our schools in a supportive way that does not detract from the individual identity of a school, instead allows them to grow and focus on student achievement and success.

WE ARE PROUD TO OFFER THE FOLLOWING STAFF BENEFITS:

- Pension with the Local Government Pension Scheme and Teachers Pension Scheme
- 34 days annual leave plus bank holidays for all support staff (pro-rated for part-time employees)
- 36 hour working week for all full-time support staff
- Automatic pay progression for all staff in line with their current grading structure
- Enhanced contractual sick pay in line with the Burgundy Book and Green Book
- Employee Assistance Program with access to counselling and CBT 24 hours a day, 7 days a week
- Access to an Occupational Health Provider
- Free membership to Vivup. with hundreds of exclusive offers and discounts available online and in store at many shops, gyms, and restaurants
- An excellent CPD offer for every member of staff; to help you perform as well as you can in your role, provide you with a sense of wellbeing at work and to help you reach your career aspirations.

About the Role

Job Title: Isolation Manager

Start date: To be agreed.

Hours: 36 hours, Term time + 5 days

Contract: Temporary until 31st August 2024

Salary: Grade 5, Scale points 8-12 (Actual Salary: £22,136.79 - £23,677.28)

Do you have the drive, passion and commitment to deliver outstanding support? This is an opportunity to join a dedicated team of staff at Wyvern Academy, part of Consilium Academies who are committed to providing the best possible education for our pupils.

We are looking for an experienced, friendly and hard-working Pastoral/Inclusion Support Officer to join our team.

We are looking for:

- An inclusive individual, with high expectations of their students, who is committed to maximising rates of progress and has innovative ideas to support all pupils
- Someone with a sense of humour, who understands the importance of developing a positive culture in our organisation.

If you feel you share our values, have the vision and drive for excellence and want to be part of an enthusiastic and dedicated team, committed to ensuring that students fulfil their potential, then we would like to hear from you.

The successful candidate will present the best possible example of professional standards to colleagues.

To apply please download and complete the attached application form. Please note we do not accept CV's. We ask that all completed application forms are sent to Katie Ferguson Katie.Ferguson@consilium-at.com

Please ensure that within your application you provide the names, addresses, and contact details for two referees, one of whom should be your current or most recent employer.

The closing date for applications is Monday 22nd April 2024 at 09:00 AM.

Interviews will take place on Monday 29th April 2024.

Consilium Academies is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointments are made subject to an Enhanced DBS Check, and where applicable, a prohibition from teaching check will be completed for all applicants.

In accordance with our statutory obligations under Keeping Children Safe in Education Consilium Academies is required to conduct an online search as part of our due diligence on shortlisted candidates. This may help identify any incidents or issues that have happened, and are publicly available online, which Consilium Academies might want to explore with you. Further information on online searches can be found in paragraph 221 of Keeping Children Safe in Education.

The Trust is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

Under Part 7 of the Immigration Act 2016, the Public Sector fluency duty requires state funded schools to ensure candidates for their customer facing roles have the necessary standard of spoken English.

Please note: If you have not been contacted within one week of the closing date please assume that your application has been unsuccessful on this occasion. We are unable to provide feedback on individual applications. Applications received after the closing time stated will not be considered.



Job Description

Job Title:	Isolation Manager
Based at:	Wyvern Academy
Grade:	Grade 5 (SCP 8-12)

Main purpose of the Role

- Provide support in monitoring and tracking all students in order to contribute to raising achievement, attendance and behaviour. Contribute to the safeguarding of students.

Core Responsibilities & Tasks

Support for Students

- To support the HOY and be first port of call for parents/carers;
- Assist HOY in providing pastoral care for students who require it;
- Work with Attendance Leads to improve attendance and punctuality to school and other academic interventions for students.
- Work with Behaviour and Inclusion Leads to improve behaviour for students including: assisting with behaviour modification, intervention strategies, and liaising between staff and parents/carers to engage students.
- Inform Safeguarding lead of any concerns with students and ensure that all student needs are met.
- Play a lead role supporting the HOY in dealing with inappropriate classroom behaviour, be on call to assist, remove and intervene with students where necessary, including students attending detention and attending the removal room. Contribute (on a rota) as a member of the inclusion team to the staffing on internal isolation and removal provisions.
- Support the HOY to monitor equipment, if not contact parents/carers;
- Support HOY to monitor uniform, all students to wear correct uniform and adhere to uniform policy;
- Support HOY in holding parental meetings re concerns and monitor via report;
- Support HOY to monitor pastoral interventions
- Contribute to improving lesson punctuality by being on duty at changeover of lessons;
- Carry out pre, post and lunch duties daily, ensuring that you welcome and bid farewell to students at the start and end of each day;
- Coordinate weekly pastoral detentions for repeat offenders, i.e. poor punctuality, low-level disruption.

Support for Curriculum

- Establish constructive relationships and communicate with other agencies/professionals, in liaison with the HOY and teachers, to support pupil achievement and progress.
- Support HOY by meeting with parents/carers re: low level disruption across lessons and monitor via reporting processes.
- Undertake Behaviour modification 1-2-1 meetings
- To significantly contribute to the delivery of After School Provision.
- Support HOY to ensure all students on Alternative Provision receive the appropriate work and support.
- Assist personal development leads and HOY to raise aspirations and improve mental health and wellbeing of students

Support for the school Community

- Carry out lunch duties and break duties daily
- Be around the corridors constantly throughout the day to ensure school in calm and orderly and students are punctual to lessons.
- Maintain good relationships with staff and work together as a team.
- Attend Pastoral and Inclusion Meetings, ensuring that HOY and form tutors are kept updated on key students
- Encourage students to take roles of responsibility;
- Use SIMS, CPOMS and class charts when needed to track, review and evaluate pupil intervention strategies;
- Generate relevant reports from SIMS to monitor & inform.
- Undertake First Aid Training
- Support HOY and Form Tutors to adopt the school's values
- Work with SLT lead and HOY to run Year events.
- Undertake any other tasks as the Head teacher may reasonably require.

Corporate Responsibilities

- The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment
- To pursue and promote the achievement and integration of diversity and equality of opportunity throughout the Trust's activities
- To plan, monitor and review health and safety within areas of personal control
- To participate in the Trust's Performance Management process and engage in continuous professional development and networking to ensure that professional skills and knowledge are up to date
- To maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents and colleagues

Additional Notes

- The job purpose and key statements remain indicative and by no means exclusive. Given the evolving needs of the Trust, flexibility among staff is very important. All staff may be required to undertake other such reasonable duties as may be required from time to time in line with the grade of their post.
- An Enhanced DBS Check will be requested on successful application to a position at the Trust.

Person Specification

Qualification and CPD	Essential	Desirable
5 GCSEs, or equivalent, at grade C/4 or above (including English and Maths)	x	
Clean Driving Licence		x
Experience, Knowledge and Skills		
Supportive of the ethos and values of the school	x	
Excellent interpersonal skills	x	
Self motivated and organised	x	
The ability to encourage and motivate students	x	
Competent use of ICT	x	
Excellent Literacy and Numeracy skills	x	
Excellent verbal and written communication skills	x	
Flexible approach to working	x	
Willingness to take a full role in the life of the school	x	
Qualities to be a positive role model to all students	x	
Experience of event organization		x
Excellent health and attendance records	x	
Experience of working with young people and families	x	
Experience of working with outside agencies	x	
Experience of supporting students in lessons, particularly those vulnerable to underachievement	x	
Knowledge of Safeguarding Policies and Procedures	x	