



Barnsole Primary School

Candidate Information Pack



Maritime
Academy
Trust

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Dear Applicant

Thank you for showing an interest in working with the children and staff at Barnsole Primary School.

We are a three-form entry, values-led school with a supportive community. Barnsole has a mixed demographic of approximately 680 children aged between 2-11 and is situated within a mile from Gillingham Mainline Station and less than half a mile from the main A2 into Gillingham.

In September 2020, Barnsole became part of the Maritime Trust which consists of 13 schools across Kent and London. It is Maritime's mission "to empower schools with the means to drive greater and more enjoyable outcomes for children".

The staff at Barnsole are a welcoming and passionate group, who have the children's interests at the forefront of everything they do. Although small, our Senior Leadership Team is also made up of a supportive, friendly and highly dedicated team who live by our values encouraging belief and success in our children whilst developing alongside one another. We are incredibly proud of the support we offer our children and families led through our Inclusion Team.

As we look to appoint like-minded candidates, I hope that you find this pack helpful and strongly encourage you to look at our website, Twitter and Facebook where you can find out more of what we do and the learning we share.

If you would like further information about the school or arrange of tour of Barnsole prior to submitting your application, we would be delighted to hear from you. Please contact our Office Manager on office@barnsole-maritime.org or telephone 01634 333400 where our team will be only too pleased to help.

I hope to receive your application soon and thank you for your interest in our school.

Interim Headteacher

Welcome to Barnsole

Aiming High, Broadening Horizons

We Inspire - We Dream - We Believe - We Flourish

We believe that all children can achieve and succeed. We value, guide and challenge our children to dream big; have a belief that they can accomplish change; be proud of the citizens they are and will become. We build on a child's uniqueness, inspiring and empowering them to forever grow with confidence and resilience in an ever-changing world. We are a strong community, journeying together.

Equality:

- Equality is accepting myself and others
- Equality is knowing we are all different
- Equality is being understanding and open-minded

Respect:

- Respect is knowing I am unique and valuable
- Respect is liking who I am
- Respect is listening with an open mind

Co-operation:

- Co-operation is helping one another
- Co-operation is working together with patience
- Co-operation is collective effort to reach a goal

Courage:

- Courage is having a moral strength
- Courage is bouncing back
- Courage is taking action when we know it will be difficult

Honesty:

- Honesty is telling the truth
- Honesty is trust
- Honesty is being true to yourself and to others

Kindness:

- Kindness is thinking of others and yourself
- Kindness is being helpful
- Kindness is giving and receiving

Barnsole Values

BARNSOLE VALUES

RESPECT

COOPERATION

HONESTY

KINDNESS

COURAGE

EQUALITY



Barnsole Photo Gallery

What the Parents say about Barnsole Primary School

"My child is really enjoying his time in Reception and I am happy with the progress he is making."

"I have found my child's teachers and teaching assistants all approachable and interested in my child's wellbeing."

"My son struggles with social communication. He will not often take part without building a relationship first. This is something Barnsole are working hard at promoting and scaffolding for him."

"My child's confidence has grown since being at Barnsole."

"Brilliant progress – thank you!"



Maritime Academy Trust

Maritime is a charitable education trust with schools across London and the South East and led by the CEO – Nick Osborne.

As an education charity, Maritime are fully committed to advancing education for the public benefit. It is our mission to empower our schools with the means to drive ever greater and more enjoyable outcomes for children.

This is done by seeking out the intersection between logic and magic; between the knowledge children need, the skills that will enable them to navigate a future world of work that doesn't exist yet, and a journey through education that will stick with them as they grow.

Our Maritime Entrepreneurial Curriculum brings this all together, weaving essential skills and knowledge into a thematic approach to learning that is embraced by all of our schools. It culminates with our Maritime Expeditions: child-led learning showcases that demonstrate how children have found solutions to real-world challenges.

Like our name suggests, Maritime draws on the heritage of our original Greenwich home. We are explorers and adventurers who believe that our community grows stronger the more people we meet and the more we learn from them. Our whole approach to what we do, our whole mindset, is that through strong collaboration we can most effectively spark innovation throughout our schools. Collaborate, Innovate, Educate.

We are very proud of how we work together, approaching everything through the lens of our Maritime Behaviours, the ways of working that build towards our vision and make it enjoyable to be a part of the team.

As an employee of the Maritime Academy Trust you can expect:

- a positive working environment
- national terms and conditions
- tailored programmes of CPD with cross trust development opportunities
- a generous package of staff benefits.

You can find out more information about Maritime Academy Trust on the [website](#).

Staff Benefits

The Maritime Academy Trust is able to provide our children with a phenomenal education because we employ the very best Teachers and Support Staff, who share our vision, values and behaviours. We want our employees to feel valued and offer a competitive package of benefits.

Your Maritime Benefits

The Maritime Academy Trust is able to provide our children with a phenomenal education because we employ the very best Teachers and Support Staff, who share our vision, values and behaviours. We want our employees to feel valued and offer a competitive package of benefits.

National Terms & Conditions



Mental Health First Aiders



Enhanced maternity & paternity benefits



CPD & Progression opportunities



Early salary access & financial advice



Interest free Travel Work Loans



Access to face to face counselling sessions



Annual Flu Vaccinations



Eyecare Vouchers



Local Government & Teachers Pensions Schemes



Cycle to Work Scheme



Comprehensive Employee Assistance Programme



Application Guidance

Thank you for your interest in working with the Maritime Multi-Academy Trust. This Application Guidance has been developed to help you to complete your application. Please take a few minutes to read through the information before filling out the application form.

Your application will be your first point of contact with the Trust and the school you would like to work with. The content of your application will determine whether or not you will be invited to interview, therefore it is essential that you complete it as fully as possible. We will not make any assumptions about your abilities and do not take into account any previous applications.

CVs are not acceptable in the place of a completed application form and all candidates are required to address the criteria on the person specification for the post. However, you may submit a CV in addition to your completed application form.

Personal Details

Enter fully and clearly your name, address and telephone number(s) so that you can be easily contacted in the event that you are shortlisted to attend an interview.

Employment

State clearly your current or most recent employer's name and address. Include details of the post held and (if applicable) reason for leaving.

Previous Employment

Enter names and addresses of all previous employers, starting with the most recent. You can also include work experience placements, holiday jobs or voluntary work in which you have developed skills relevant to the job you are applying for. It is very important that you complete this section in chronological order, and detail accurately any gaps between employment and other activities.

Education

Provide full details of your education at secondary level and above along with details of degrees/diplomas and any other qualifications, including those that you are currently studying for. Make sure you give all the information required, including levels and grades of any examinations taken. If a required qualification has been specified for the role, make sure you give all the information required and levels of any examinations taken. You will be expected to provide documentary evidence if you are invited for an interview.

Supporting Statement

This section is very important. It gives you the opportunity to detail why you feel you are the best person for the job and why you are applying, and is the key information that is used for shortlisting. Before completing this section refer to the Job Description and Person Specification for the role.

Application Guidance

Focus on how your skills, knowledge and experience meet each role requirement, detailed in the person specification giving specific examples. In completing this section you may refer to both paid and voluntary work and your experience within any school or any relevant experience outside work.

Referees

Provide the names, addresses and email addresses of two people who are willing and able to provide references in support of your application. One of these must be your current (or most recent) employer.

If you are an ECT We suggest you ask the Headteacher of your most recent placement and your university or college tutor, as they will be able to comment upon your teaching skills.

If you are not currently working with children but have done so in the past, the second referee should be the employer by whom you were most recently employed in work with children. Please note that family members, friends and relatives are not acceptable referees.

Referees will be asked about past disciplinary actions or allegations excluding those that were deemed to be unfounded, unsubstantiated or malicious when assessing your application.

If you are subsequently made a conditional offer of employment, further information may be sought about health and absences.

Eligibility to Work in the UK

If you are selected to attend for an interview you will be asked to provide documentary evidence of your right to work in the UK.

Declarations

If you are appointed, you will be required to complete an Enhanced Disclosure and Barring Service (DBS) application. The DBS will provide a report to you confirming whether you have any history of criminal convictions, including cautions and bind-overs.

All posts in schools are exempt from the Rehabilitation of Offenders Act 1974; this means you must declare all convictions, including those that would normally be regarded as 'spent'. The existence of a criminal background does not automatically mean that you cannot be appointed but it may do so.

We need to know if you have a close relationship with and/or are related to any employee, governor or anyone else connected to the school, in order to ensure a fair selection process.

If you have a disability please provide details of any adjustments that you will require if shortlisted for an interview. Any details you provide regarding a disability will be dealt with sensitively and will only be disclosed to staff involved in the selection process when it is considered appropriate and necessary.

Application Guidance

Submitting Your Application Form

Before submitting your application form ensure that you take time to read it through to check for any errors or omissions. You may find it useful to keep a copy of your submitted application form to refer to if you are short listed for the post you are applying for. Your completed application must be submitted before the specified closing date.

Next Steps

You will be notified whether you have been shortlisted to attend an interview. It is the policy of the Trust that feedback is not provided to candidates at the shortlisting stage

Online Checks

In line with KCSIE 2023 guidance, as part of the shortlisting process, the Trust reserves the right to conduct an online search on shortlisted candidates as part of our due diligence and to share any pertinent information found concerning a candidate's suitability to work with children with Hiring Managers to be discussed at interview stage.

Safeguarding

It is an offence to apply for a job if you are banned from working with children. **Please see our policy statement on the recruitment of ex-offenders**

Maritime Trust and its schools are committed to recruiting with care and safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts are subject to a satisfactory DBS check.

A copy of the Maritime safeguarding policy can be found here.

Shortlisted applicants will be asked to complete a criminal history declaration before interview.

Privacy

A copy of our **privacy statement** for job applicants can be found here

Diversity

Maritime Academy Trust embraces diversity and equal opportunity in a serious way. We are committed to building a team that represents a variety of backgrounds, perspectives and skills. The more inclusive we are, the better our work will be.

Job Description



Job Title	Assistant Headteacher
School	Barnsole Primary School
Responsible	The Executive Leadership Team

Purpose

The Assistant Headteacher will support the leadership of the school by:

- Formulating the aims and objectives of the school through clear school improvement planning
- Establishing the policies through which they should be applied
- Managing staff and resources to that end
- Monitoring progress towards their achievement
- Implementing child protection policy and procedures and ensuring all children are safeguarded

Main Responsibilities

- To ensure the progress of pupils is rigorously monitored through analysing data and running pupil progress meetings to ensure accelerated progress.
- To liaise with colleagues to implement support plans when achievement is not strong.
- To maintain the school's pupil tracking systems reporting to the Executive Leadership Team after agreed data drops.
- To have a high profile and actively engage with pupils and parents/carers to support children's achievement and wellbeing across the school.
- To monitor and support the delivery of the curriculum by working alongside staff as they plan (long term, medium and short term).
- To work closely with other senior leaders to monitor the development of the curriculum and to ensure that everyone follows the actions stated in the action plan and the School Development Plan.
- To contribute to the development of education, for example, sharing effective practice, working with partnership schools and promoting innovative initiatives.

Job Description

- To support Appraisal Reviews and staff CPD in line with individual performance targets and whole school priorities.
- To offer advice and support to teaching and other colleagues regarding their training needs, in line with priorities set out in the School Development Plan, including planning and leading training and development opportunities (this may include supporting colleagues within the trust).
- To work alongside other leaders and advisory staff, including staff from other Maritime settings, involved in supporting the development of the school.
- To work as a role model in the classroom alongside colleagues in order to support initiatives, strategies and pedagogical thinking to raise achievement and improve the quality of teaching and learning.
- To establish, alongside other Barnsole leaders, a robust monitoring cycle to ensure consistency in standards across the sites.
- Where teaching standards fall below expectations, work with other leaders to develop robust support plans to address concerns.
- To continue to build positive links with Maritime schools and other schools in Medway. These links must support staff development and school improvement.
- To work in partnership with other leaders to ensure the school maintains good relationships with parents and carers.
- To encourage parents to participate in the life of the school in a variety of ways.
- To support the coordination and assist in the delivery of school events.
- To organise and lead assemblies across both sites.
- To use resources (including finances) innovatively and effectively to raise achievement levels of all children in the phase.

Teaching and Learning Lead

Support the Executive Team in the development and implementation of a challenging and engaging curriculum offer across Barnsole School.

To lead and manage, with the support of the Executive Team, the development of teaching and learning across the school.

To provide support for all staff, including coaching and mentoring, to ensure effective teaching and learning.

To support the Executive team in developing the classroom environment (including shared spaces) and teaching practice which will ensure consistent improvement in the quality of teaching and learning across the school.

Job Description

- When appropriate, to act as a mentor to all teachers across the school.
- To keep accurate records, including observations and minutes from meetings, of all support teachers.
- To support the Exec Team to develop and implement a consistently high standard of teaching and learning across the school|
- Perform any reasonable duties as requested by the Executive Leadership Team (Executive Headteacher/Head of School.)

Person Specification

The following criteria will be used for shortlisting purposes:

Qualifications	Essential/Desirable	Method of Assessment
Educated to Degree level	Essential	Application Form
Qualified Teacher Status	Essential	Application Form
Leadership experience (subject/phase)	Essential	Application Form
Knowledge & Experience	Essential/Desirable	Method of Assessment
Current, substantial and successful teaching across the primary age (3-11)	Essential	Application Form
Secure knowledge of curriculum areas	Essential	Application Form/Interview
Involvement in aspects of strategic whole school Improvement Planning	Desirable	Application Form/Interview
Ability to deploy a wide range of effective behaviour management strategies, successfully	Essential	Application Form/Interview
Ability to teach using a wide variety of strategies/pedagogical structures to maximise achievement for all children including those with special educational needs and high achievers and to meet differing learning styles.	Essential	Application Form/Interview
Experience of using to track pupil progress, identify trends and put in place strategies to address concerns	Essential	Application Form/Interview
Sound computing knowledge and skills and the ability to effectively use ICT to enhance learning and teaching	Essential	Application Form/Interview
Ability to demonstrate a commitment to equal opportunities and the use of variety of strategies to promote inclusion	Essential	Application Form/Interview
Understanding of safeguarding requirements and measures that promote the welfare of children.	Essential	Application Form/Interview

Person Specification

Personal Qualities	Essential/Desirable	Method of Assessment
Ability to form positive relationships with children, colleagues and parents	Essential	Application Form/Interview
Demonstrate the ability to work in partnership with staff and colleagues within the trust.	Essential	Application Form/Interview
To be a positive role model for all staff, pupils and parents	Essential	Application Form/Interview
Ability to communicate effectively both verbally and in writing	Essential	Application Form/Interview
Ability to effectively manage own workload	Essential	Application Form/Interview
Commitment to Equal Opportunities for all staff and children	Essential	Application Form/Interview
A commitment to safeguarding and equality	Essential	Application Form/Interview



Contact Us



[@barnsoleschool](https://twitter.com/barnsoleschool)



[@barnsoleprimaryschool](https://www.facebook.com/barnsoleprimaryschool)



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Maritime Academy Trust



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