

Director of Learning

Caister Academy
September 2020



**CAISTER
ACADEMY**
*Creative
Education
Trust*

Dear Colleague

Thank you for your interest in the role of Director of Learning at Caister Academy.

This is an exciting opportunity for a dynamic and inspiring leader to join Caister Academy. The successful candidate will work alongside the Assistant Principal for Teaching & Learning, within an established leadership team, to build upon the Academy's reputation for excellence and ensure the future sustainability of its success. They will be responsible for the leadership of areas related to the quality of students' learning, including the teaching of literacy across the curriculum, and curriculum content across the Academy. This role will be particularly suited to experienced middle leaders with evidence of sustained positive impact.

Caister Academy is one of Norfolk's leading co-educational secondary schools, situated in the coastal village of Caister, just north of Great Yarmouth. It is well regarded for excellence in performing arts and English, with aspirations to lead nationally in all areas. As part of Creative Education Trust we work in collaboration with other local Academies, and receive development opportunities and support from Creative Education at a national level.

We are looking for a leader who:

- Has a **passion** for education and a special gift of communicating that passion.
- Is innovative, self-motivating and able to **inspire** others.
- Has the ability to teach **outstanding** lessons across the age and ability range.
- Has the **highest expectation** for the attainment of all young people.
- Enjoys working as part of a team to ensure the **success** of our community.
- Is driven to relentlessly **remove barriers** to students' success.

In return Caister Academy will offer you:

- A thriving, innovative learning community, committed to excellence.
- A supportive, welcoming community of professionals.
- Extensive development and collaboration opportunities, through the Creative Education network.

For further details, an informal discussion about the role, or to make arrangements to visit the academy, please contact Ruth Woods, the Principal's PA, on Head@caisteracademy.org.uk or call 01493 720542.

I look forward to receiving your application.

Yours sincerely,

Ann Bridges – Acting Principal

You can find out more at:
www.creativeeducationtrust.org.uk

ABOUT CREATIVE EDUCATION TRUST

Creative Education Trust inspires and enables young people to build successful lives on foundations of learning, resilience and employability. We believe that a rewarding educational experience and the highest possible qualifications are the best way to ensure social mobility for young people.

Creative Education Trust is a growing multi-academy trust educating over 13,000 children in England. It was established in 2010 to work in England's post-industrial cities and coastal towns: areas of economic disadvantage and with a history of academic underachievement. We transform these schools by integrating a knowledge-rich curriculum with skills and creativity.

Creative Education Trust defines creativity as the ability to find connections between the things we know and turn these connections into new ideas and action. The academic arts and the sciences, practical subjects and life skills all need this creativity, and creativity is valued highly by employers. Our staff and expert advisers use imaginative methods for linking knowledge across subject boundaries, fostering personal development and resilience and developing practical skills that prepare pupils for their transition to adult life and employment.

Our aims for our students are to:

- ★ Raise their attainment in exams and tests through outstanding teaching
- ★ Make them intellectually curious with a sense of confidence
- ★ Increase their participation in HE, FE and apprenticeships
- ★ Ensure they have employable skills and attitudes
- ★ Create rounded individuals through a wide choice of co-curricular activities



We are achieving our aims through:

- ★ Educational rigour
- ★ Organisational effectiveness
- ★ Financial efficiency
- ★ Partnership & recognition of local identity
- ★ Respect for autonomous leadership
- ★ Quality not quantity
- ★ Promoting practical creativity

You can find out more at:
www.creativeeducationtrust.org.uk



ABOUT CAISTER ACADEMY

We are a mixed secondary school, catering for children between the ages of 11 and 16 years and located in the village Caister-on Sea on the outskirts of Great Yarmouth and bordering on The Norfolk Broads. The school is located on the coast, with the beach being 500m away and an exciting wind turbine project on our doorstep.

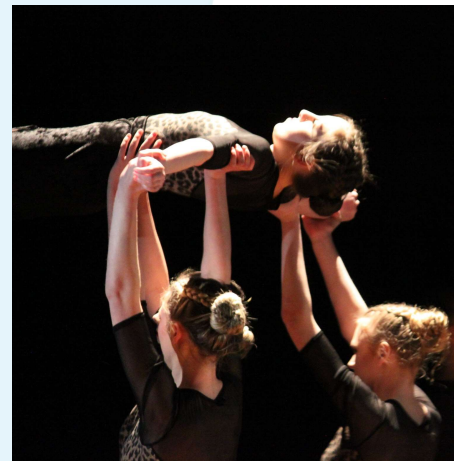
Since September 2013 we have been part of the Creative Education Trust. This has enabled the school to rigorously pursue rapid improvement for the children we teach.

Caister Academy joined Creative Education Trust in September 2013. The Academy network consists of eleven secondary and six primary academies in the Midlands and Norfolk plus a central team. Further schools are in the pipeline and our medium-term ambition is to be a trust of 25 schools.

The school boasts many facilities and we strive to provide an inclusive and expansive education for all of the children in our care.

Our on-site facilities include:

- A large multi-purpose Sports Hall
- A well-equipped technology area
- A Drama studio
- Dance studio complete with sound system and mirrored wall;
- Hall complete with tiered seating;
- Interactive whiteboards in every classroom;
- Modern and open-plan library with wide range of reading materials



‘Through consistently hard work, sharply identified training and effective support for staff, leaders have ensured that pupils are well prepared for the next stage in their education.’

OFSTED - 2018

To see full details of the school performance data please visit:

<https://www.compare-school-performance.service.gov.uk/school/139068/Caister-academy>

DIRECTOR OF LEARNING

JOB DESCRIPTION AND PERSON SPECIFICATION

LOCATION

Caister Academy, Caister-on-Sea, Gt Yarmouth

SALARY

L8-L12

THE ROLE

The core purpose of the Director of Learning is to work alongside the other members of the leadership team to ensure excellence across all areas of the Academy.

REPORTING LINES

The post holder is responsible to the Assistant Principal for Teaching & Learning.

The post holder will line manage leaders of areas of the Academy under their strategic responsibility. As a member of the senior leadership team they may also line manage linked Heads of Department and/or Year.

MAIN RESPONSIBILITIES

- Lead, with the support of the Assistant Principal for Teaching & Learning, areas of the academy relating to student learning.

This may include, but not be limited to;

- Curriculum content
- Literacy interventions
- Literacy teaching
- Numeracy interventions
- Year 7 catch up

- Be responsible, along with the relevant Head of Department, for the quality of the schemes of learning across the academy

- Deputise of the Assistant Principal Teaching & Learning in his/her absence

LEADING OTHERS

- Support, monitor and challenge line managed middle leaders to drive improvements in their teams

- Provide coaching and mentoring support to line managed colleagues
- Set and monitor progress towards appropriate performance targets for line managed areas
- Support monitoring, evaluation and planning in line managed areas
- Support and monitor staff tackling underperformance and upholding excellent standards of behaviour and safety

ADDITIONAL ACCOUNTABILITIES

- Have the highest expectation for all students, at all times including both their academic success and personal development
- Have the highest expectations for the academies provision for students at all times, including the academic provision and quality of safeguarding and welfare
- Be an outstanding classroom practitioner
- Ensure academy policies and procedures are adhered to at all times
- Recognise and celebrate success and achievements of students and staff
- Maintain a prominent visible presence within the academy on a daily basis

MANAGING STAKEHOLDERS

- Positively represent the Academy and be a role model for our values at all times both in the school and wider community
- Clearly communicate information to students, parents, staff and governors in an appropriate manner so that all stakeholders understand our goals and contribute to the academies success

VARIATION IN ROLE

- In order to provide development opportunities and to match individual remits to areas of strength, there will be adjustments to the exact remit for all members of the leadership team, on an annual basis. The duties above are therefore neither exclusive nor exhaustive and may change over time.

You can find out more at:

www.creativeeducationtrust.org.uk

| | ESSENTIAL | DESIRABLE |
|---------------------------------------|--|--|
| QUALIFICATIONS | <ul style="list-style-type: none"> • Qualified to degree level or above. • Qualified teacher status | <ul style="list-style-type: none"> • Evidence of continuing professional development |
| EXPERIENCE | <ul style="list-style-type: none"> • Substantial middle leader experience • Successful experience of teaching at Key Stage 3 and 4 • Track record of raising standards as a middle leader | <ul style="list-style-type: none"> • Experience of working with external stakeholders |
| KNOWLEDGE AND UNDERSTANDING | <ul style="list-style-type: none"> • Proven ability to deliver well planned and stimulating lessons • Demonstrable knowledge and understanding of effective behaviour management strategies and the ability to put these into practice • Demonstrable understanding of the strategic leadership of teaching & learning • Deep knowledge of what constitutes effective teaching and learning • Ability to use evidence to inform practice • Understanding of how children learn and the ability to translate this into classroom practice • Demonstrable experience of devising effective strategies to support students from vulnerable groups • Knowledge of current educational policy and initiatives | |
| SKILLS AND PERSONAL ATTRIBUTES | <ul style="list-style-type: none"> • Ability to evaluate the quality of students' progress using a range of evidence • Proven ability to coach and mentor colleagues effectively • Exceptional organisational skills • Exceptional communication skills • Proven ability to hold colleagues to account • Proven ability to establish productive and collaborative working relationships with staff • Proven ability to establish productive professional relationships with children, and parents | <ul style="list-style-type: none"> • Strong data analysis skills |
| EQUAL OPPORTUNITIES | <ul style="list-style-type: none"> • A demonstrable commitment to supporting and promoting safeguarding, pupil welfare, equality and diversity | |
| SAFEGUARDING | <ul style="list-style-type: none"> • A thorough understanding of up-to-date safeguarding requirements and best practice | |
| OTHER REQUIREMENTS | <ul style="list-style-type: none"> • High expectations for every pupil and a proven track record of making a difference to the learning and experiences of pupils inside and outside the classroom | |

Creative Education Trust is committed to safeguarding and promoting the welfare of our children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake relevant safeguarding checks in line with Government safer recruitment guidelines.

You can find out more at:

www.creativeeducationtrust.org.uk