September 2018

Dear Colleague,

**Re: Vacancy for an Academic Mentor**

Thank you for your interest in our advertisement for the above post.

Fulham Cross Girls’ School is an outstanding school. However, if you ask any of our students about their school they will tell you that it is so much more than that. Situated in the London Borough of Hammersmith and Fulham, our school is a vibrant, inclusive environment in which girls of all abilities thrive within a culture of high expectations and aspiration. Our vision is to *Empower Tomorrow’s Women* and it is this that drives us to ensure that our students have every opportunity to achieve academic excellence.

Fulham Cross Girls’ School is a non-selective school, ranked in the top 2% of schools nationally for progress and shortlisted for the TES Secondary School of the Year in 2016, 2017 and 2018. We are a relatively small secondary school, educating 625 girls aged 11-16 in a warm and friendly environment, underpinned by the belief that all our girls can achieve great things. This approach has resulted in Fulham Cross Girls’ School being in the top 1.5% for progress nationally in 2017/18, with our students securing places with some of the most competitive sixth form providers in London.

For this full time position which is available as soon as possible, we are looking for an Academic Mentor to work with students across year groups. The purpose of the role is to provide a comprehensive service to teachers and pastoral staff in the school, addressing the needs of identified under attaining/vulnerable students who require support to overcome barriers to learning, both inside and outside school, in order to achieve their full academic potential.

The successful candidate will work as part of a pastoral team to ensure progress and achievement for students and complete detailed reports termly.

The team is led by a highly experience Deputy Headteacher with a proven track record of achieving outstanding results. The team is supportive and successful, consisting of 4 Learning Progress Co-ordinators, a Transition Learning Mentor, a Progress Tutor, a Home-School Liaison Officer and an Attendance and Admissions Officer. The Pastoral Team works very closely with our Personalisation Team to provide significant support to our girls.

We are a welcoming and friendly learning environment. Our small and intimate class sizes and good contact ratios work for our teachers and students alike and our support staff are considered to be integral to the smooth running of the schools.

The successful candidate will become an employee of the Trust and will be employed under National Joint Council Pay and Conditions, including access to the Local Government Pension Scheme (LGPS) and the Trust’s local provisions’, as they apply to support staff.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to show they share this commitment; an enhanced Disclosure and Barring Service certificate (formerly CRB) is required for all staff.

Candidates for this post are invited to complete the application form, providing supporting evidence of competencies detailed in the job description and selection criteria, and return it by **midday on Monday 17th September 2018.**

Shortlisted candidates will be contacted in advance of the interviews, which will take place on **Wednesday 19th September 2018**

Completed applications can be returned to: personnel@fulhamcollege.net

If you would relish the opportunity to join our school I very much look forward to receiving your application.

Yours sincerely

 Denise Fox

 Headteacher