



The Shared Learning Trust

THE CHALK
HILLS ACADEMY

WHY WORK FOR THE CHALK HILLS ACADEMY?

ABOUT US

- £30 million state of the art building with well-equipped classrooms, in an Ofsted rated 'Good' school.
- You'll be working alongside a collaborative, forward thinking Principal and Senior Leadership Team who are here to support and develop you
- Unparalleled CPD opportunities with free courses every Thursday, catered to your development needs
- Excellent opportunities to develop and grow in a successful and expanding academy
- Freshly brewed coffee for staff on arrival to the academy every morning in your own 12oz Bamboo reusable cup
- Employee of the month scheme, winning shopping vouchers
- Fantastic staff benefits that make a difference to your work-life balance
- 15% of annual membership for Active Luton Gym

SAFEGUARDING

"We believe in the safeguarding and welfare of children and expect all staff to share this view."

The academy is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post including checks with past employers and the Disclosure and Barring Service. We are an equal opportunities employer.

The Department of Education (DfE) has set out statutory guidance 'Keeping Children Safe in Education' for schools and colleges on safeguarding. Safeguarding is defined in paragraph 4 as: "Protecting children from maltreatment; preventing impairment of children's health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes."

The definition of 'children' includes everyone under the age of 18.

WE LOOK FORWARD TO HEARING FROM YOU

Please read the information in this pack. If you are interested in this job opportunity, please apply online today via our career site on:

<https://www.thesharedlearningtrust.org.uk/vacancies3/60982.html>

If you have any questions about the role or would like to visit the academy, please contact **HR Recruitment, Jay Powell on 01582 211 226** or j.powell@thesharedlearningtrust.org.uk

If you decide to apply, you should include a letter with your application form on no more than two sides of A4, giving your reasons for applying for the post, addressing information you have read in the pack with particular reference to the person specification and outline any relevant experience you would bring to the trust. Please do not send a generic letter; we really are looking for someone who is prepared to respond to us as an individual trust. You can be sure we will take time and care in reading your letter; we appreciate how much energy goes into it.



HERE'S WHAT OFSTED HAVE TO SAY

"Together with your leadership team, governors and the trust, you have established high expectations for behaviour, teaching and achievement. Leaders have made sure that strategies are in place which have to led to improvements in the quality of teaching, learning, assessment and the curriculum. Leaders have high expectations for pupils' behaviour. Leaders work well with staff to ensure that the school is typically a calm, orderly and purposeful environment." Ofsted May 2018

MEET OUR LEADERSHIP

Dear Applicant,

It is a privilege and an honour to lead Chalk Hills Academy.

Our students are extremely motivated and have an exceptional desire to achieve and behave impeccably. Our staff are highly qualified and work tirelessly in the pursuit of world class progress for all of our students. The facilities at Chalk Hills Academy are state of the art, providing students with the opportunity to develop their interests and skills in a wide range of areas.

As an Academy within the Shared Learning Trust, we believe our key aim is to give every child the best possible opportunity to flourish and develop into decent, disciplined, well-educated and employable adults. Learning is clearly at the heart of all we do.

I am delighted to extend a warm welcome to you.

Best wishes,

Raza Ali, Senior Principal



**RAZA ALI,
HEAD OF SCHOOL**

**'IT IS THE SUPREME ART OF THE TEACHER TO AWAKEN JOY IN CREATIVE EXPRESSION AND KNOWLEDGE.'
- ALBERT EINSTEIN**

We aim to recruit staff who:

- Are excited by their role and by the prospect of working with young people, even those who are less motivated
- Love the processes of learning and teaching and are keen to continually develop their own skills
- Recognise that teaching can be a demanding job but react positively to those demands rather than complaining
- Will subscribe to the ethos of the trust and 'go the extra mile' in terms of time and commitment to get the very best from our young people
- See break duty as an opportunity to talk to children
- Are quick to praise and slow to criticise and are not afraid to admit to seeing themselves as potential leaders of the future

I am conscious that this may be first your contact with trust and first impressions are very important. I hope what you have read, coupled with anything else you discover about us, inspires you to apply for this post.

With best wishes, Cathy Barr, CEO



VISION & VALUES



'STRIVE, ACHIEVE, BELIEVE'

We are a unique family of schools, sharing our practice and beliefs to enable young people to achieve more than they ever thought possible. At The Shared Learning Trust, we will provide exceptional opportunities for all to be aspirational and develop a passion and excitement for learning! We will ensure our children, students and adults cultivate a strong self-belief so that they can flourish and develop into successful, well-rounded, self-respecting people. Our commitment to this vision can be demonstrated by our behaviours:

STRIVE

We will:

- Provide a caring, nurturing environment where children and young adults feel happy, healthy and supported. Our academies will be places of safety, enabling pupils to develop courage, strong ambition and be the best that they can be
- Continue to work together to share innovative practice and to provide a wealth of opportunities for all pupils and staff
- Have a Cross-Trust focus on high achievement and standards, where children are supported to meet ambitious targets
- Focus on the development of all our staff through quality recruitment and retention, with excellent opportunities for clear and dynamic career progression

ACHIEVE

We will:

- Aspire to provide exceptional lessons and learning opportunities, incorporating effective use of new technologies, enabling our learners to be successful and innovative
- Shared strong trust approaches to our key issues, e.g. teaching, assessment, attendance and curriculum development
- Offer an interesting yet challenging curriculum in each of our academies
- By our all-through education, guarantee excellent 2-19 provision, with clear progression routes for all
- Continue to expect good behaviour and conduct at all times, allowing all to make progress and achieve excellence
- Place emphasis on collaboration with partners outside of our trust to maximise opportunities for all in our trust

BELIEVE

We will:

- Enable all of our learners to develop and flourish, through close working and regular communication with our families and local community
- Care for our families beyond the school day, supporting the development of high self-esteem and belief
- Ensure that every child in our trust reaches their full potential by providing exciting opportunities both inside and outside of the classroom
- Promote can-do attitudes and resilience across the trust that develop belief and high expectation



ABOUT THE CHALK HILLS ACADEMY

Providing the very best education for all our students is the simple goal for The Chalk Hills Academy. Whilst firmly rooted in traditional values, we have made our Academy a vibrant and exciting place with a positive ethos that runs throughout the Academy. We want our children to flourish and develop into decent, disciplined, well-educated and employable adults.

We have an innovative curriculum, which makes the transition from primary to secondary education an enriching and enjoyable experience and enables students to follow a personalised route to success. Our students are achieving the highest standards in the classroom, on the sports field and among the community.

Our state of the art building which we moved into in February 2011 offers cutting edge facilities that are benefiting students even further. Our hardworking and motivated staff are providing outstanding lessons and are given the best possible support. We work closely with parents and carers, encouraging their children to achieve and ensuring that excellent progress is made.

With the rigorous use of data, constant assessment of student progress and quality assurance methods, together, we are achieving more than we ever thought possible. We instantly respond if students experience difficulties. Dialogue with teachers is encouraged as a framework for students to develop ideas, ask questions think about their learning.

TEACHER TESTIMONIAL

NATASHA JABBAR, CO -PRINCIPAL

"Moving from Industry to Teaching was a daunting yet exciting experience; I joined Stockwood Park Academy as an instructor to see if teaching was for me and have never looked back! The seamless transition into education was exciting, demanding, and the best decision I made. Like many teachers at the school, my role has evolved, and I have been fortunate enough to work across the Trust in different positions. The Trust has provided me with multiple opportunities to grow and develop. I now work as an Assistant Principal at The Chalk Hills Academy, with a focus on The Teaching Trust, Admissions and Science. I feel extremely privileged to be working for an organisation that inspires learning, growth, confidence and creativity, and challenges students to rise to their full potential in a warm and caring environment."

**Ofsted**
...a good school

STAFF BENEFITS

We offer a fantastic range of benefits across our trust, supporting our staff in a variety of ways. From an extensive **Wellbeing package**, to an onsite car wash, you can be reassured that we have your best interests at heart.



Staff social events, including 5-a-side football and BBQs



Free eye test vouchers



Free, onsite car parking at all academies



Reduced gym membership & free onsite gym*



Reduced rates for onsite professional car wash



Cycle to work scheme



Staff recognition with reward shopping vouchers



Support for all staff with an experienced licensed counsellor



Enhanced pension employer's contribution & death in service payment



Onsite Indian head or shoulder massage



Free tea & coffee plus a reusable Bamboo coffee cup for new starters



Dry cleaning & ironing service



Online delivery drop off service, including Amazon deliveries



Support with relocation, including a range of information and contacts



Refer a friend £500 bonus scheme

CAREER PROGRESSION

Offering all our colleagues the opportunity to progress and flourish within their careers is paramount at The Shared Learning Trust.

Therefore we have partnered with the Teacher Development Trust, offering our colleagues to further their professional development by studying for specialist NPQs which are all completely funded.

We also offer CPD through The National College, offering a huge variety of CPD courses to all staff.



All colleagues have access to Perkbox, our Employee Benefits Programme, offering them a huge range of perks from vouchers, to free hot drinks or sausage rolls, from online gym classes to free online movies and a substantial **wellbeing package**.

When it's your birthday, you can also choose from a wide range of birthday boxes, complimentary of us!



Perkbox also provides access to 24/7 access to GP appointments, confidential support and guidance through our Employee Assistance Programme.

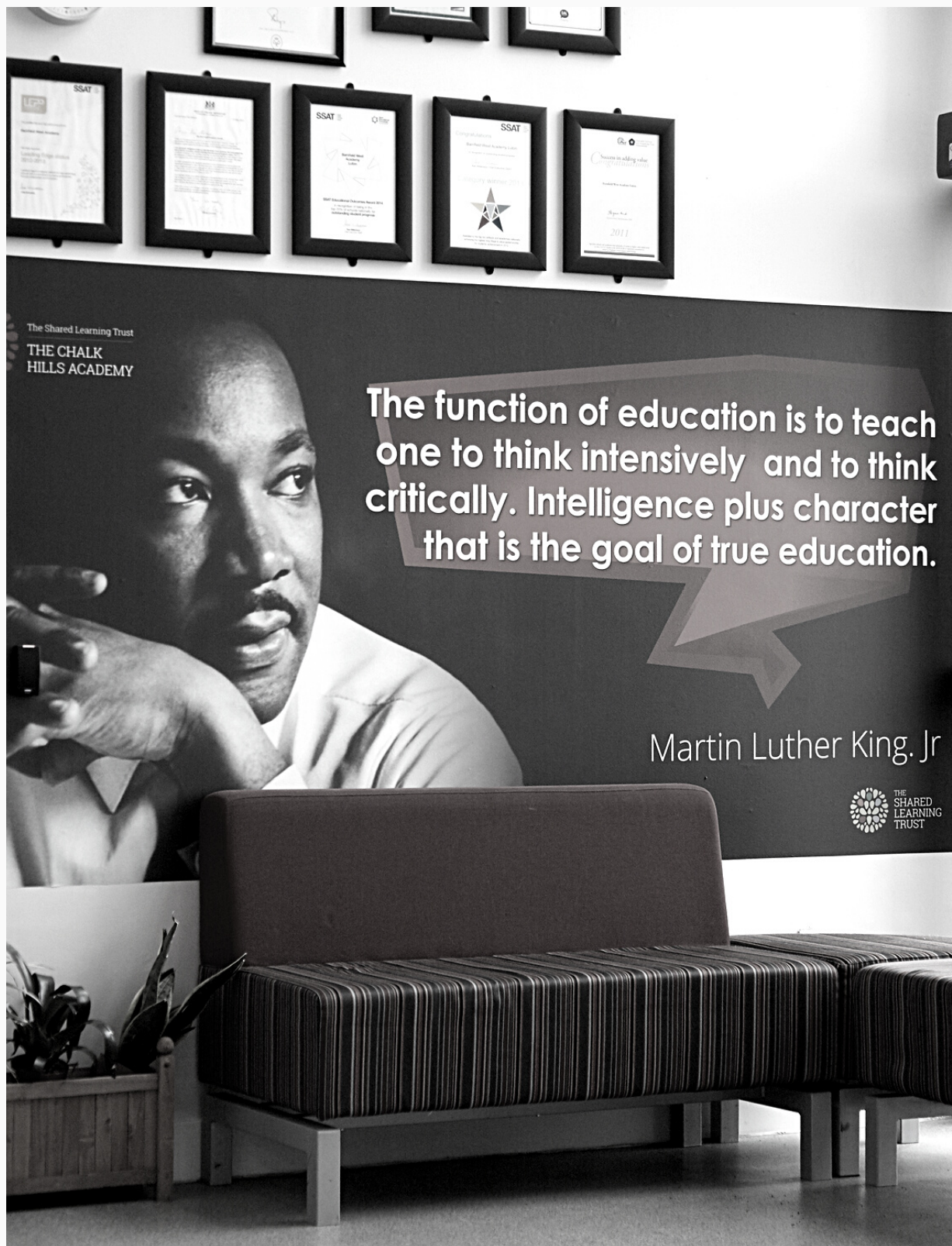
Colleagues have access to a team of fully qualified counsellors and advisors, with support for a range of emotional, legal and financial issues, along with a **wellbeing portal**, full of resources and videos.

RECRUITMENT BOOKLET



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The function of education is to teach one to think intensively and to think critically. Intelligence plus character that is the goal of true education.

Martin Luther King. Jr



SEE MORE AT

WWW.THESHAREDLEARNINGTRUST.ORG.UK

Early Intervention and Support Worker

The Chalk Hills Academy are looking for a dynamic and organised Early Intervention and Support Worker to work as a member of The Chalk Hills Academy's Safeguarding Team, delivering targeted, tiered and co-ordinated interventions to families with a range of needs. These will include effective parenting skills including behaviour support, relationship breakdown, family dynamics, emotional health and well-being, sexual health and self-esteem. At the Chalk Hills Academy, we offer a school that will genuinely invest, support and develop you to become an outstanding practitioner and enable you to keep climbing the career ladder. If you are ambitious about excelling in your career and taking on additional responsibilities, we will give you the opportunities that you crave.

The successful candidate will

- Previous family support or outreach work (desirable)
- Experience of working within safeguarding (desirable)
- Experience or knowledge of working in school settings (desirable)
- Flexible approach to changing workloads and cases

Job Specifics

START DATE: asap

SALARY: NJC L5 15–20 £27,803 - £30,296 (actual salary £24,755 - £26,975)

CONTRACT: Full time, permanent, 37 hours per week, Term time + 1 weeks, Mon-Thu 8.30am-4.30pm & Fri 4pm

Job description - Early Intervention and Support Officer

General description of the post

- To work as a member of The Chalk Hills Academy Safeguarding Team, identifying early interventions for young people and their families. These may including behaviour support, relationship breakdown, family dynamics, emotional health, well-being and self-esteem
- To monitor attendance of the most vulnerable students
- Contribute to assessment and intervention for young people and families as set out by the Safeguarding Team and will work in partnership with parents and children providing support, information, advice and guidance covering a range of issues. This will also include signposting to relevant agencies to further support the family and acting as lead Professional on Community Early Help cases
- To effectively support and encourage student and parental engagement

Main Responsibilities

- Work as part of the Safeguarding Team
- Monitor and support attendance of our vulnerable students
- Identify families in need of Early Help
- Build supportive and trusting relationships with parents, pupils and staff
- Complete and monitor referrals as appropriate to the role
- Support parents to access relevant services
- Build links with relevant community stakeholders
- Keep high quality records of work carried out

Supporting Families

- Act as a point of contact for families in need of support
- Establish and foster good relationships with parents and students
- Support inclusive practices, focussing on preventative and early intervention measures
- Support vulnerable and 'at risk' families in a manner appropriate for individuals' needs
- Be knowledgeable of the range of agencies available locally; working with them directly or signposting parents towards suitable assistance
- Actively promote the support services provided by the school
- Ensure information is relayed to the DSL as appropriate and in accordance with the school's Child Protection and Safeguarding Policy
- Undertake Safeguarding training relevant to the role.
- Participate in training events as required to ensure your knowledge is up-to-date and reflects good practice advice

Supporting Pupils

- Complete Early Help Assessments and lead on Team around the family meetings with families to ensure they receive appropriate support
- Liaise with appropriate members of staff including Head of Year and Pastoral Team.
- Establish good relationships with pupils, acting as a role model and setting high expectations of pupils

Administration

- Take a lead role in the monitoring of systems in relation to vulnerable students.
- Monitor, respond to and update the CPOMS platform.

Person specification

Criteria	Qualities Essential	Desirable
Qualifications and training	GCSE (or equivalent) in English and Maths	<p>Experience of working with children or families gained in a multi-cultural context.</p> <p>A qualification to NVQ L3 or equivalent in child development</p>
Experience	<p>Experience of working within an Early Intervention or Support role within a school or other relevant organisation, including:</p> <p>Building relationships with children and their parents, particularly the most vulnerable</p> <p>Effectively engaging parents/carers and students to support their learning and development on an individual basis.</p> <p>Working and communicating effectively with relevant agencies</p> <p>Implementing and encouraging good safeguarding practice</p> <p>Experience of handling large amounts of sensitive data and upholding the principles of confidentiality</p>	
Skills and knowledge	<p>Demonstrate knowledge and understanding of legislation and guidance on safeguarding and working with young people, including knowledge of the responsibilities of schools</p> <p>Ability to work with a range of people with the aim of ensuring the safety and welfare of children</p> <p>Awareness of local and national agencies that provide support for children and their families</p> <p>Excellent record keeping skills and attention to detail, in order to produce reports, take minutes of meetings, and document safeguarding concerns</p>	<p>Experience of mentoring and or counselling skills to support young people</p> <p>Experience of using CPOMS</p>

	<p>Good IT skills, including previous use of safeguarding computer software</p> <p>Effective communication and interpersonal skills</p> <p>Ability to build effective working relationships with staff and other stakeholders</p> <p>Have an understanding and/or experience of cultural and religious issues, which may impact upon young people and their education</p>	
Personal qualities	<p>Commitment to ensuring the safety and welfare of children</p> <p>Uphold and promote the ethos and values of the school</p> <p>Act with integrity, honesty, loyalty and fairness to safeguard the assets, financial integrity and reputation of the school</p> <p>Ability to work under pressure and prioritise effectively</p> <p>Ability to work flexibly when required</p> <p>Maintain confidentiality at all times</p> <p>Commitment to equality</p>	Use of care to undertake visits or attend meetings as and when required.

Notes: This job description may be amended at any time in consultation with the postholder.

We will consider any reasonable adjustments under the terms of the Disability Discrimination Act (1995),

to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post.