





APPLICATION PACK

ROLE: LEAD PRACTITIONER- ENGLISH

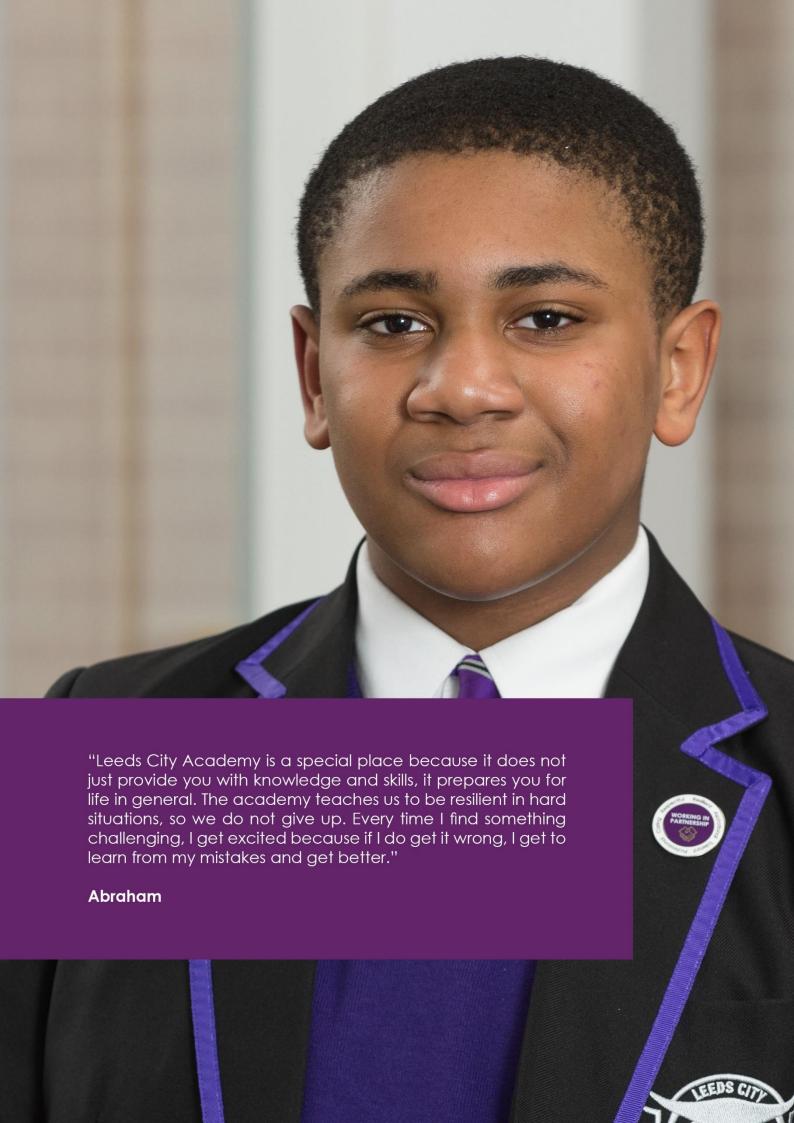
START DATE: SEPTEMBER 2021

SALARY: LEADERSHIP SCALE L1 - 5

HOURS: 1 FTE

Leeds City Academy
Bedford Field,
Woodhouse Cliff,
Leeds, LS6 2LG

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MESSAGE FROM THE TRUST

Dear applicant,

We are delighted that you are considering applying for a role within the White Rose Academies Trust. Your interest comes at an important and exciting time in the development of the Trust and our relentless implementation of our 2025 vision. At the heart of this vision is the aim for more young people and colleagues to benefit from our community-focused philosophy; the belief that the education we deliver regenerates our communities and transforms lives.

In December 2020, we reached our first milestone when Mill Field Primary School joined our Trust as a sponsored academy. Already, this truly community-focused Primary Academy has enriched our Trust and so, our vision is one step closer to becoming reality. Therefore, you could not be joining us at a more exciting point in our ongoing transformation. As we look forward to the prospect of many more schools joining us, the reality is that this could be a pivotal moment in your career. As we grow, the opportunities within our Trust and the wider Luminate Education Group are limitless.



The power of a vision is best measured by the number of detractors who claim it cannot be achieved. In our roles as Chief Executive Officer and Executive Principal of the White Rose Academies Trust, it has been a privilege to witness the drive and determination with which our staff have implemented our vision, to ensure that our academies provide:

- world-class levels of teaching and learning,
- bespoke pastoral care that nurtures our students' aspirations,
- inspiring learning environments where our students can make mistakes and overcome their personal fears to become the best version of themselves,









- industry-leading continuous professional development for all staff, as investing in our colleagues is always the right thing to do,
- local centres of community transformation.

The hard work has been recognised, and whilst we know our work is far from complete, we are proud to have reached several milestones:

- 'Good' Ofsted ratings at all three secondary academies in 2019, with an 'Outstanding' rating at Leeds City Academy for Leadership and Management.
- We welcomed Mill Field Primary Academy in late 2020, our first primary school to join our Trust.
- We began an aspirational journey in 2021 by joining High Performance Learning's 'World Class' school transformation programme.

Our dedicated staff, incredible governors and amazing students are relentless in their shared aim to create truly world-class schools. The Trust strives daily to empower its Academy Principals to create schools that truly represent the communities they serve. We insist that our academies and our Trust are externally focused, obsessive in their quest to learn from the very best, never leaving self-improvement to chance. We see vacancies such as this as an opportunity to attract talent, bringing the best practice into our Trust. By joining us, you become a crucial part of the team that will deliver our powerful vision. Together, we will transform lives.



THE WHITE ROSE ACADEMIES TRUST "WE SAID, WE DID"

Yours sincerely,

Ardes Will

Mr Andrew Whitaker

CEO, White Rose Academies Trust Deputy CEO Teaching and Learning, Luminate Education Group

Yours sincerely,

Mr Christian Wilcocks **Executive Principal**

White Rose Academies Trust









MESSAGE FROM THE PRINCIPAL

I am absolutely delighted to share this amazing opportunity at Leeds City Academy, as we seek to recruit another talented and aspirational professional to join our team.

I am sure that having read about the White Rose Academies Trust, Leeds City Academy, our students and our continued journey of transformation, I am confident you will be keen to become an integral part of building something remarkable.

We have established a unique, positive and transformative 'In Partnership' culture at Leeds City Academy which truly sets our school apart from others. This culture is founded and built upon six key values that each drive and permeate everything we do, how we behave, our relationships and all strategic decisions. Our 'In Partnership' values are affectionately referred to as the DNA of Leeds City Academy and this is something our wonderful students, staff, parents and community are immensely proud of. We strongly believe that our vision and strong culture will help us not only transform the lives of our young people but transform the local communities which we so passionately serve.



The academy has enjoyed an impressive period of transformation across the last four years and was judged as 'Good' overall by OFSTED in April 2019, securing an 'Outstanding' judgement for the quality of Leadership and Management. The quality of education and teaching is very strong, student behaviour is extremely impressive, and the support provided for students is unrivalled. Results continue to rapidly improve and this year saw our students secure the best results in the school's history.

We continue this journey of transformation and are determined to provide an exceptional quality of education and culture for all students at Leeds City Academy, with the ambition that all students excel both academically and as aspirational and inspirational young people. There is no better time to join Leeds City Academy, as a colleague, a leader or as a student.









Leeds City Academy is a unique and very special place to work. Our philosophy is grounded equally in securing the highest professional standards and supporting and caring for all professionals. As a key member of the White Rose Academies Trust and ground-breaking Luminate Education Group, all professionals benefit from exceptional CPD like no other in the City. A broad, varied and highly personalised package is well-established, driven by the latest educational research, focused on the development of all professionals in the organisation at each career stage. Colleagues train with us, grow with us and progress with us.

Our academy is an extremely unique and amazing inner-city school, situated in the Woodhouse area of Leeds. The student body has nearly doubled in size over the last three years and now boasts just over 800 students in attendance. There is a vibrant, rich and amazing culture in the academy, characterised by the over forty different countries and first languages represented by our inspirational student body. Students and staff are incredibly proud of their academy and determined to work 'In Partnership' to secure further improvements and achievements.

We benefit from increasingly impressive facilities. The last twelve months have seen significant investment in a comprehensive building and refurbishment programme, resulting in a range of new specialist classrooms, learning and office spaces, new dining facilities, updated sports accommodation and changing rooms. This improvement programme will continue over the next twelve months, leading to improved specialist teaching spaces and the transformation of our outside space so that students can enjoy physical activity, relax and socialise with their friends in an amazing and inspirational environment.

SO, NOW IT'S OVER TO YOU...

- Are you eager to join a forward-thinking organisation committed to securing the highest educational, professional and personal standards?
- Do you feel you will thrive within a culture that is driven by clear values that permeate everything we do?
- Are you keen to learn, develop and work 'In Partnership' with colleagues, students, parents and the community?
- Do you feel passionately about transforming student lives and the opportunities provided to our communities? If so, then we would be delighted to hear from you.

Yours sincerely,

Mr Richard Chattoe

Principal









JOB DESCRIPTION

Academy: Leeds City Academy

Job Title: Lead Practitioner - English

Grade: L1 -L5

Hours: 1 FTE

Accountable to: Subject Leader- English

Role:

Purpose of job: To be a key driver for improving student outcomes through developing an outstanding curriculum and consistently outstanding teaching and learning in English.

NB: All post-holders at The White Rose Academies Trust are responsible for improving the outcomes for learners and upholding the ethos of the Academies.

General Duties and Responsibilities:

To support the Subject Leader:

- To ensure excellent progress is made for different groups of students (e.g. girls/boys, upper/middle/lower, PP/non-PP/GRT/SEND) and to work with other relevant colleagues in the team to ensure that quality first wave teaching is in place to prepare students for examinations
- To ensure, through robust quality assurance and moderation, accurate predictions are being made in relation to student progress
- To develop schemes of work including templates, exemplars, and support materials which can be used across the team
- To coach, mentor and train colleagues in the team
- To be a role model to less experienced colleagues, demonstrating exemplary practice

Of all Lead Practitioners:

 To collaborate with Subject Leaders and the Senior Leadership Team, as a crossacademy team, generating engagement, involvement and excitement about the drive for classroom improvement









- To use coaching strategies with colleagues as agreed with the Principal and Vice Principal for Quality of Education including observing lessons and providing developmental feedback
- To deliver whole-Academy / school based training events as planned in the calendar
- To develop resources for the Academy VLE
- To contribute to the development of whole-Academy improvements in specific areas outlined in the Strategy to Secure Outstanding, e.g. literacy/numeracy
- To understand the impact of the use of data on student progress and its uses in enhancing classroom performance
- To demonstrate good practice in the use of ICT and multi-media tools to engage students, coaching colleagues as required
- To participate as performance managers in the management of specific colleagues within the structure as necessary
- To liaise / network with postholders at other WRAT academies to develop best practice models within area of responsibility

Classroom Teachers – Expectations of all Academy staff:

- Ensure good and better progress for all students within groups taught through the planning and preparation of high quality lessons which engage, motivate and support learners and adhere to the Academy Teaching and Learning Standard
- Strive to deliver a consistently good standard of teaching
- Take responsibility within own teaching areas and in the execution of general duties for the creation of a positive climate for learning which results in positive, respectful attitudes from students
- Consistently apply the academy behaviour policy to support all colleagues in establishing high standards of behaviour from students, and in order that students have parity of treatment and expectations in all areas of the academy
- Assess, record and report on the development, progress and attainment of students within the Subject Team
- In consultation with the Subject Team Leader, contribute to the planning, design and production of good quality teaching materials and resources, appropriate to age and ability, in accordance with the Subject Development Plan
- Be a form tutor for a specified group of students, establishing the rapport necessary to support their social, emotional and citizenship education and development
- Within the Subject Team, make a strong contribution to agreed PSHCE areas as designated to the subject area through 'immersion' curriculum experiences
- Contribute to the wider life of the academy by participating in the provision of Extension, Enrichment and Enhancement activities through the planned programme
- Attend meetings, including parents' consultation sessions, and fulfil duties on rotas as specified in the Staff Handbook
- Implement all Academy policies with regard to registration, student absence, student uniform, use of planners and other routines detailed in the staff handbook









- Observe Academy rules relating to the safeguarding of students, health and safety requirements, and equality policies
- Participate in full staff and area meetings, actively contributing to Academy decision making and consultation procedures
- Participate fully in the Academy Performance Management process, engaging in professional development activities which enhance personal performance, fulfil personal potential and contribute effectively to the implementation of the Academy's goal to be an outstanding place of learning
- Uphold the professional standards of dress, behaviour, attitudes and team spirit which will ensure that Leeds City Academy is a pleasant, positive place to learn and work

Equal Opportunities

- Lorem ipsum dolor sit amet, consectetuer adipiscing elit. Maecenas porttitor congue massa. Fusce posuere, magna sed pulvinar ultricies, purus lectus malesuada libero, sit amet commodo magna eros quis urna.
- Nunc viverra imperdiet enim. Fusce est. Vivamus a tellus.
- Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Proin pharetra nonummy pede. Mauris et orci.
- Aenean nec lorem. In porttitor. Donec laoreet nonummy augue.

Generic Staff Requirements

- Uphold the professional standards expected of every member of Academy staff in all dealings with colleagues, students, parents / carers and the wider community
- Adhere to the principles expressed in the aims of the Academy and its mission statement
- Actively contribute to the continued development of the Academy by attending training, participating in relevant meetings, and putting forward ideas for improvement
- Be a positive, collaborative team member
- Apply Academy policies in all aspects of the role
- Keep up to date with all aspects of the safeguarding children policy as it applies to the post

Whilst every effort has been made to explain the main duties and responsibilities for the post, each individual task undertaken may not be identified. This job description may be changed by the Principal to reflect or anticipate changes in the job commensurate with the grade and job title.









All postholders are accountable through The White Rose Academies Trust Performance Management Policy. The Governors and Principals of The White Rose Academies Trust are committed to safeguarding and promoting the welfare of children and young people and ensuring that safer recruiting procedures are in place.

The White Rose Academies Trust is committed to safeguarding and promoting the welfare of its students and expect all staff and volunteers to share the commitment. Appointments will be subject to Safer Recruitment Procedures and a DBS check.

We promote diversity and want a workforce which reflects the population of Leeds. Applications are welcome from all, irrespective of sex, sexuality, race, religion, marital status, age or disability.

This job description will be reviewed annually. The post-holder may be required to take on additional responsibilities when necessary to ensure the effective running of the Academy.







led me to becoming Academic Achievement Leader.

I have been able to continue with CPD within school but also my own professional development, which is encouraged to ensure we are all outstanding professionals. I believe it is one of the fundamentals of working within an establishment, as we need to develop and evolve using educational research to keep up to date with new ideas and techniques.

I feel like I have had the opportunity to grow, not just as a teacher but as a person."

Frankie Sharpe, Academic Achievement





PERSONAL SPECIFICATION

Academy: Leeds City Academy

Job Title: Lead Practitioner - English

You should be able to demonstrate that you meet the following criteria which are all essential:

E= Essential D=Desirable

Measured by:

A=Application Form

T=Test/Exercise

P=Presentation

I=Interview R=References

	QUALIFICATIONS	
Е	First degree or equivalent	Α
Е	QTS in English	А
D	Evidence of further professional development	А
Е	Recent relevant training	А

	EXPERIENCE		
Е	Evidence of at least two years of outstanding results with Y11 students	Α	
Е	Involvement in whole school improvement work	Α	1
Е	Leading on a whole team/department initiative	Α	Ι
Е	Successful involvement in self-evaluation processes and data analysis as an aid in personal and institutional improvement, development and change	R	
Е	Successful working relationships with students, staff, parent/carers, governors and the wider community	АТ	D







Е	Proven track record as a highly skilled classroom practitioner Relevant experience of participating in monitoring activities and quality assurance of the work of other staff	Α	D
Е	Ability to form and maintain appropriates relationships and personal boundaries with students	Α	I

	LEADERSHIP QUALITIES		
Е	Be self motivating and persistent in ensuring improvement	I	
Е	Ability to motivate others, galvanising them around a common purpose	T	I
Е	Enabling the highest levels of student achievement through translating vision and ethos into practice	I	
Е	Enthusiasm to take the Academy forward through a process of change, development and ongoing improvement	I	
Е	Commitment to leadership by example	Α	I
Е	Ability to coach, develop and support staff to achieve high standards for all	I	R
E	Personal leadership skills in networking with a range of other providers in other sectors and institutions	I	R
Е	Strong interpersonal skills and the ability to work well under pressure, delegate, plan and manage time effectively	I	R
Е	Personal resilience and the ability to maintain staff morale at times of pressure and change	I	
Е	Possess strong interpersonal skills and be able to work effectively as part of a team	Α	I







	KNOWLEDGE, SKILLS AND ABIILITIES		
Е	Excellent knowledge of a range of approaches that improve teaching and learning	I	
D	Good all round ICT skills including understanding of how technology can enhance learning	Т	
Е	Able to make decision, identify and solve problems based on thorough analysis and sound judgement	Т	
Е	Able to analyse and use data to establish benchmarks and set challenging targets for improvement	Α	I
Е	Be resilient and reliable	I	R
Е	Good knowledge of action planning processes to raise performance	Α	
E	Good knowledge of assessment approaches and their classroom application	Т	
D	Committed to keeping up to date with current thinking and future developments in education	Т	
Е	Knowledge, understanding and commitment to equality, diversity and inclusion informed by practical experience and application	I	
E	Knowledge, understanding and commitment to safeguarding and promoting the welfare of students, with a very good understanding of e-safety issues and Prevent	Α	I

	TRAINING		
Е	Recent relevant training	Α	
Е	Evidence of further professional development	Α	Е







	GENERAL		
Е	Potential to be an inspirational leader, passionate about Quality of Education teaching, learning and assessment	АТ	I
E	Respectful towards all students, with total belief in their entitlement to a high quality education, whatever their circumstances and ability	Α	I
Е	Committed to raising standards of achievement	I	
Е	Committed to the principles of the Academy	I	
Е	Possess personal integrity, warmth and a willingness to grow and learn		
Е	Enhanced DBS check	Α	

WRA Trust is committed to safeguarding and promoting the welfare of children and young people and ensuring that safer recruiting procedures are in place. All appointments are subject to an enhanced DBS Disclosure.







THE SELECTION PROCESS

HOW TO APPLY

Thank you for taking time to read and digest our information. If you wish to apply for this post with the White Rose Academies Trust, then you should;

- Download and complete the WRAT application form
- Complete the application form fully, ensuring all details are accurate and all declarations are signed. Please ensure you enclose two professional referees, one being your current employer (with name and email addresses if possible).
- Ensure you fully complete the relevant skills and experience section of the
 form, addressing the key characteristics and experiences outlined in the
 person specification, along with details of the unique contribution that you
 could make to the future success of the White Rose Academies Trust. If you do
 not complete the personal statement section of the form, you will not be
 considered for the role. CVs cannot be accepted.
- PLEASE NOTE THE REQUIREMENT TO ATTACH YOUR APPLICATION FORM AS A SEPARATE DOCUMENT TO YOUR EQUAL OPPORTUNITIES FORM WHEN EMAILING YOUR APPLICATION TO US.
- Submit your application by the deadline stated below. Late applications will not be considered.

TIMETABLE FOR THE SELECTION PROCESS

Closing date for applications: 19th April 2021 - 9.00 am

Shortlisting: 19th April 2021

Interview date: 21st April 2021

Start date: 1st September 2021

If you have not been contacted within the timescales outlined above, we regret that you have not been offered an interview on this occasion. Due to the large amount of applications received for each advertised post, it is not possible for feedback to be provided at this stage.

The White Rose Academies Trust is committed to safeguarding and promoting the welfare of its students and expects all staff and volunteers to share the commitment. Appointments will be subject to Safer Recruitment Procedures and an enhanced DBS check.











MEET THE TEAM



SENIOR LEADERSHIP

Our Senior Leadership Team is a rare blend of positive, solutions-focused professionals who are relentless in their pursuit of a better future for our students.

The culture of the academy is truly special. Students and staff live and breathe our approach to work In Partnership, and as a result you will find a community with mutual respect, tolerance, aspiration and perseverance in action every single day.

If you are excited by innovative practice and desire to make our academy a beacon of light for our whole community then submit your application. We look forward to welcoming you to Leeds City Academy.









IN PARTNERSHIP



Working 'In Partnership' to secure the aspirations and ambitions of all young people.

The phrase working 'In Partnership' is a central reference point for everything we do at Leeds City Academy and has become affectionately referred to as Leeds City Academy's DNA.

It is our absolute belief that the forging of an incredibly strong partnership and a shared focus on a set of core values between staff, students, parents and the local community will secure and sustain not only the very highest academic standards for all young people, but will also support, nurture and guide our students to become simply amazing young people who are able to shape their own lives, the lives of their families and help the transformation of their local communities.

Our six core values are promoted, celebrated, and used as a constant reference point throughout the academy, ensuring all staff and students understand their value and influence on their day to day lives, decisions and behaviours. Each value aligns to our Positive Behaviour system ensuring students receive appropriate rewards, restorative practice and sanctions.

All visitors comment about the exceptional culture that can be seen, heard, and felt when they visit Leeds City Academy. They note the impressive, positive, and respectful working relationship existing between students, staff and visitors.

If you would like to find out more about our 'In Partnership' culture, you can call or visit the academy to arrange a meeting and enjoy a tour with a member of our Senior Leadership Team and Student Ambassadors.



Caring







Resilient



Aspirational **W** Professional



Tolerant







"I love working here as there are so many opportunities available. My role as bursary holder for Teaching and Learning has meant I've collaborated with others and delivered my own CPD to colleagues across the Trust and across Luminate Education Group.

I've also had the chance to volunteer as a staff governor which gives me a chance to influence the direction of the academy as our senior leaders are open to new ideas.

I truly believe LCA is a place which notices staff and helps them achieve their aspirations. My experience of joining LCA as an NQT and gaining leadership responsibility a few years later highlights this."

Alex Halpin, Teaching and Learning





STAFF BENEFITS

A HAPPY WORKFORCE IS A PRODUCTIVE ONE

We are delighted that you are considering applying for a role with the White Rose Academies Trust. In addition to highlighting this opportunity for you to work for a progressive, highly supportive and visionary Trust, we also want to share with you a sample of the amazing benefits available to all staff.



Access to the Nuffield hospital. Staff have access to physiotherapy, counselling and appointments with medical specialists in a range of fields. Nuffield also offer discounted gym memberships and private medical plans to all our staff, as well as a FREE annual health check available in the academies (when possible).



Teaching staff have access to a wide range of excellent CPD opportunities – including a new trust-wide CPD programme, attendance at national and international conferences, visits to 'outstanding' academies/trusts nationally and formal qualifications up to Masters level.



Staff are entitled to discounted meals at over 6,000 restaurants worldwide including 50% off and 2-4-1 deals, home hub discounts including up to 27% off movie rentals, discounted cinema, days out and attractions, theatre tickets, and hotels and resorts worldwide, as well as retail discounts off gym memberships, retail and online stores, all with the Tastecard+ membership.



Discounted monthly bus ticket, automated mobile ticket renewals, unlimited bus travel for work ort leisure, price frozen for 12 months, tickets sent straight to your mobile, never worry about renewing your bus ticket again. If you lose your phone we can transfer your ticket to a new one.



The Trust continues to support a wide number of colleagues in undertaking apprenticeships, undergraduate and post-graduate degrees and professional qualifications (e.g. CIMA).











The Local Government Pensions Scheme (LGPS) is a Statutory Scheme. This means that the rules of the scheme are issued by Parliament and have the force of law. The legal status of the pension scheme rules gives it a great deal of security.



We are part of the CycleScheme. Save money on a new bike and spread the cost. Visit their website for more information on how to sign up to this fantastic scheme.



Free parking for staff at all of our academy locations.











STAFF WELLBEING



The White Rose Academies Trust is made of outstanding professionals, whose daily commitment is matched only by the pride our students feel for their school and education. The future of our society is exciting, vibrant and safe in the hands of our students and staff.

We are committed to encouraging a positive working environment that promotes the physical and mental wellbeing of our staff. The capability, capacity and wellbeing of our colleagues is a priority for the Trust. Therefore, we make every effort to address and meet our employee's health and wellbeing needs.



Several schemes operate across our academies where staff can recognise their colleagues for going above and beyond. Leeds City Academy have a great staff recognition system which is built around a system of gratitude/appreciation cards. This initiative encourages staff to submit positive feedback to their peers and allows all staff to be appropriately recognised for their hard work.



Our academies have introduced Wellbeing Wednesday breakfast for all staff. Breakfast is available from 7.45am in the canteen.



This group is made up of colleagues across the Trust who are on maternity leave. The aim of the group is to create a provision in which colleagues can receive support from one another, as well as the Trust, during this exciting, yet possibly isolating, time.









All staff have access to an exercise programme with the Yorkshire Fitness Coach, this includes three virtual body weight fitness classes a week. These classes take place on Zoom and are also recorded for those staff who cannot make the live sessions.



All staff have access to a virtual gentle Yoga class every Tuesday evening.



Access to the Nuffield hospital. Staff have access to physiotherapy, counselling and appointments with medical specialists in a range of fields. Nuffield also offer discounted gym memberships and private medical plans to all our staff, as well as a FREE annual health check available in the academies (where possible).











MESSAGE FROM THE BOARD

Welcome to the White Rose Academies Trust.

We are an ambitious Trust with very high aspirations for the children and diverse communities which we serve. Our values underpin everything we do and our compassionate approach is reflected in our students and how we all work together as one.

Our Board is made up of incredibly talented and inspiring people. With backgrounds and experience spanning the public and private sector, our members bring both strong business acumen and extensive education skills and knowledge.

We are focused on building the best environment for our academies to flourish and by providing excellent governance we aim to:

- ensure clarity of vision and strategic direction,
- hold executive leaders to account for the educational performance of the organisation, its students and the performance of staff,
- oversee the financial performance of the organisation and make sure its money is well spent.

We are thrilled with the improvements and progress achieved by all our academies so far. Our rating of 'Good' by Ofsted, with Leeds City Academy also achieving 'Outstanding' for Leadership and Management is something we are incredibly proud of. We are also delighted to have welcomed our first primary school, Mill Field Primary Academy, to the Trust. We know we have the right teams of professionals in our academies to take us further as we continue to grow the Trust.

Board of Directors







OUR SHARED PURPOSE AS THE LUMINATE EDUCATION GROUP IS **DEFINED THROUGH THE WORK OF ALL OUR STAFF EVERY DAY.**

The White Rose Academies Trust is part of Luminate Education Group. Together, the academies (Leeds City Academy, Leeds East Academy, Leeds West Academy and Mill Field Primary Academy) provide education to almost 4,000 4-16 year olds in Leeds, have over 550 staff and an annual turnover of £23 million.

Luminate Education Group also consists of Harrogate College, Keighley College, Leeds City College, Leeds Conservatoire, Leeds Sixth Form College and University Centre. It is one of the largest education providers in the Yorkshire region, with over 30,000 students and 2,000 staff members, offering education from Early Years through to Higher Education. The members work together to provide the best opportunities and experiences for students that are aligned to local needs and inclusive for all.

