



Recruitment Pack 2019



Welcome



You only get one chance in life and it is our responsibility to ensure that at Northern Education Trust Kearsley Academy, each student has the best possible education - whatever their starting point.

Thank you for your interest in joining Northern Education Trust Kearsley Academy. This is a truly unique opportunity to play a key role in shaping the provision of secondary education and lifelong learning opportunities within Kearsley.

In September 2012, we became part of the Northern Education Trust (NET), a multi-academy trust, which provides us with additional resource and expertise. NET Kearsley Academy has a close working relationship and federation with other NET institutions of which I support as Executive Principal.

You only get one chance in life and it is our responsibility to ensure that at NET Kearsley Academy, each student has the best possible education - whatever their starting point. We achieve this by having exceptionally high expectations of teaching staff and students as well as focusing on the importance of always striving to do better; to try harder.

At the same time, we are determined to deliver an all-round educational experience which sets us apart from other schools and makes us amongst the best nationally and internationally. We want students to wear their uniform with pride; to show an eagerness to learn and enjoy playing their part within the whole academy society. We expect our students to be polite and well behaved always, arriving punctually for every lesson and showing consideration for others.

Introduction to Kearsley Academy

Kearsley Academy is an 11-16 mixed comprehensive academy situated in Kearsley, approximately eight miles northwest of Manchester and five miles southwest of Bury. It serves the communities of Kearsley, Stoneclough, Prestolee, Farnworth and Hill Top which in the mid 19th century were busy coal mining areas. Kearsley town covers an area of about four-square miles, with a population of approx. 15,000.

There has been relatively little social movement or change in the areas and consequently there is a strong feeling of continuity and identity. Children are likely to have had parents and even grandparents who also attended Kearsley Academy.

Kearsley Academy has good rail and road links, and is within easy reach of Bolton, Bury and Manchester, located minutes from J2 of the M61 and J16 of the M60 motorways.



Staff and Students

The Academy is part of an Executive Arrangement with Ms J M Nolan, the Executive Principal and Mr D Buckley, Associate Executive Principal overseeing the work of other NET academies, including NET Kearsley Academy.

The leadership of NET Kearsley Academy is undertaken by the Principal, Mr S West who is supported by Mrs M Flynn (Vice Principal), Mrs K McKee (Vice Principal) and Mr A Newton (Assistant Principal). Mrs A Dale (Business Manager), Mrs C Pierce (Associate Assistant Principal) and Mr R Baxter (Associate Assistant Principal) complete the Senior Leadership Team.

The staffing structure and curriculum are constantly being reviewed but departments are primarily suited in faculties, with TLR holders supporting the Faculty Directors and Heads of Department. Currently, non-teaching 'Learning Managers' help support the well-being and pastoral development of all students.

There are currently 617 students on roll, and growing. The admission number for each year group is 150. The clear majority of our students live in the local villages, come from a wide range of backgrounds and cover the full range of ability – a truly comprehensive intake. The students are biddable and attendance is good.

NET Vision

We constantly focus on standards as we understand **outcomes are paramount**. Our decision making is driven entirely by what is **best for children**. By doing this we **enhance the life chances** of the children and young people in our care.

Rob Tarn, CEO

Northern Education Trust

A Northern Education Trust Academy



NET Kearsley Academy converted to an Academy in September 2012. The sponsor is Northern Education Trust.

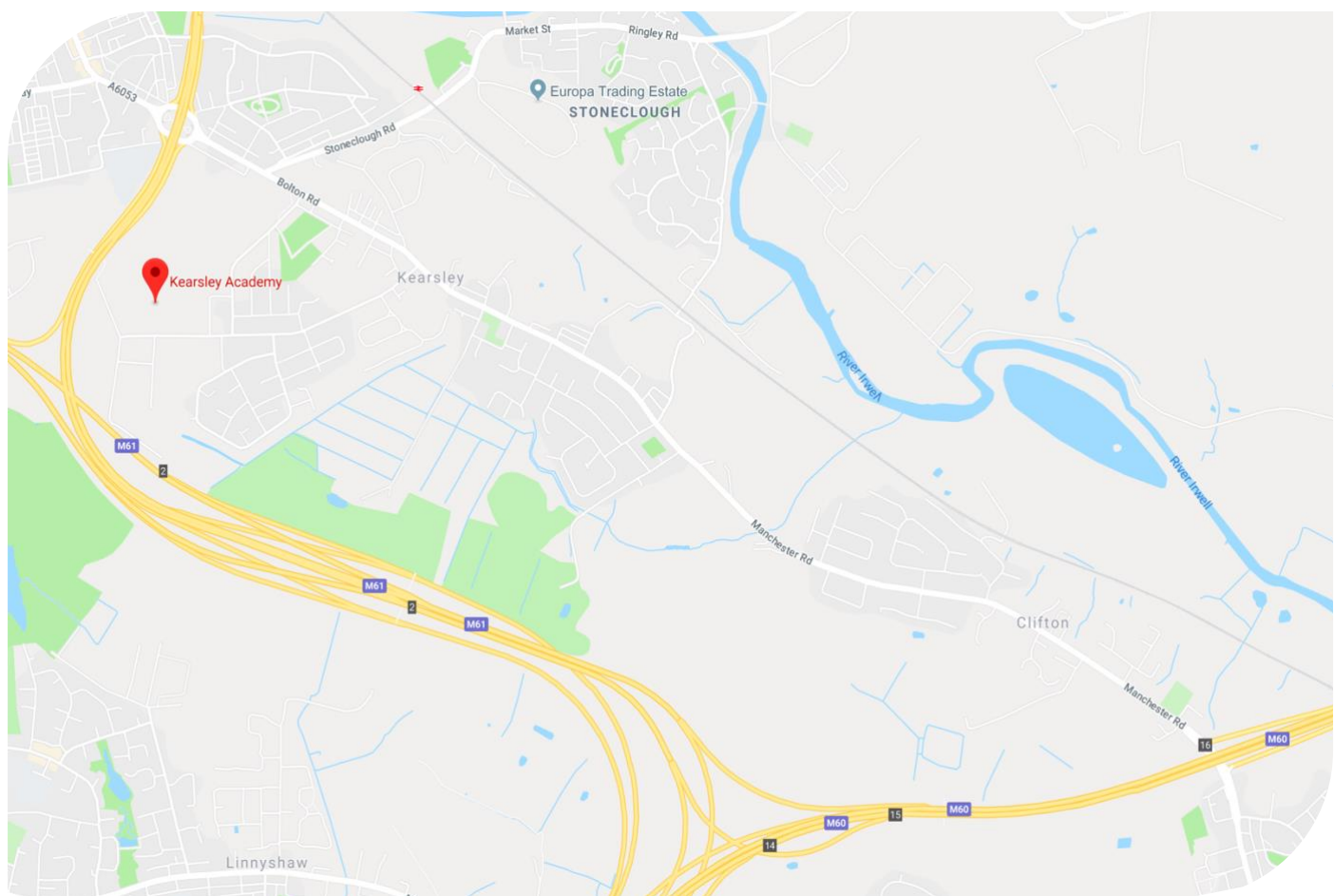
Northern Education Trust is a not-for-profit education charity who are the sponsors. They are developing into a nationally recognized and trusted academy sponsor with an excellent reputation. They have vast experience of school improvement and have in addition a wide range of expertise and specialised experience to call upon, having access to the FE, University, private and voluntary sectors as well as schools and local authorities. Northern Education Trust will provide direct expertise and support on curriculum development, teaching and learning, leadership and organisational effectiveness and performance management.

Values and Principles

1. We care passionately about the education and welfare of young people
2. We believe that all young people, irrespective of background or ability will be successful in our Trust (please refer to Equality & Diversity Policy)
3. We are not and will never be selective. We believe that local schools are for all children
4. We are always inclusive. Our mechanisms to support the most vulnerable child to succeed and overcome barriers to learning are a key aspect of our work
5. Our approach to education recognises that outcomes are paramount and also allows children to gain experiences and values which prepare them fully for life in modern Britain. This includes workplace skills and appropriate advice for future progression
6. We have high expectations of behaviour
7. We adopt the local authority admissions protocol and work closely with them
8. We would always wish to act in such a way that has a positive effect on a neighbouring school or community. We care passionately about children in all schools, not just our own
9. That all employees act with integrity and embrace the value that 'we are the Trust'
10. We work regionally and nationally to develop approaches to MAT improvement that influence the wider school-led system

Further details about the work of the Northern Education Trust can be found at www.northerneducationtrust.org

Where to find us



Directions to NET Kearsley Academy

From Junction 2 of the M61, head north on M61, take the A6053/A666 exit towards Farnworth & Kearsley. At the roundabout take the 3rd exit onto Bolton Road (A666). You will pass an Esso petrol station on the right. Shortly after the petrol station turn right on to Pilkington road. Follow Pilkington road to the end, junction with Springfield road. Turn right on to Springfield Road. Kearsley academy is on the right-hand side after approximately 300 yards.

From Junction 16 of the M60, heading anti clock wise on the M60 take exit 16, the A666 exit, towards Salford & Kearsley. At the junction, turn right on to the A666 towards Kearsley. After 1.4 miles turn left on to Springfield road. NET Kearsley Academy is on the right-hand side after approximately half a mile.

The Application Process

All details, including the Application Form, Job Description and Person Specification can be found on our academy website: www.kearsleyacademy.org

We would expect that all prospective candidates spend some time reviewing our website where a vast array of further information about our Academy exists. However, should you require any additional information about this post or would like an informal discussion/visit, please contact Alison Dale, Business Manager, on telephone number 01204 332555 or email a.dale@northerneducationtrust.org

Informal visits are welcome and encouraged before the closing date – please see the specific job advertisement for further details.

To apply, please email your completed application and recruitment monitoring form to a.dale@northerneducationtrust.org or send in the post for the attention of Alison Dale, Business Manager.

All applications that have been submitted electronically will receive an email from the recruitment team confirming receipt. A letter will be sent to shortlisted candidates with details of the interview process.

If you have not heard from us within 2 weeks of the closing date please assume your application has been unsuccessful.

NET Kearsley Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This position is, therefore, subject to a satisfactory enhanced Disclosure and Barring Service application. We are an Equal Opportunities employer with excellent CPD provision.

If you have any queries on any aspect of the application process, or need additional information, please contact Alison Dale, on telephone number 01204 332555 or email a.dale@northerneducationtrust.org

Valid Identity Documents

We can only accept valid, current and original documentation. No photocopies or documentation printed from the internet e.g. internet bank statements should be accepted. Documents must be provided to evidence any reasons for different names across documents (i.e. marriage certificate, divorce decree, deed poll).

Right to Work Documents

- ☐ Current Valid Passport UK or EEA (or Non-EEA in combination with a Biometric Residence Permit or current Work Permit/Visa)
- ☐ Biometric Residence permit (UK)
- ☐ Full Birth Certificate (UK & Channel Islands) – issued within 12 months of date of birth – which includes the name(s) of at least one of the holder's parents or adoptive parents, **together with** an official document giving the person's permanent National Insurance number and their name issues by a Government agency or a previous employer.

DBS Check ID Documents

Group 1 Primary Trusted Identity Credentials

- ☐ Current Valid Passport UK or EEA (or Non-EEA in combination with a Biometric Residence Permit or current Work Permit/Visa)
- ☐ Biometric Residence permit (UK)
- ☐ Current Driving Licence Photocard (Full or provisional) UK, Isle of Man/Channel Islands and EU.
- ☐ Birth Certificate (UK, Isle of Man & Channel Islands) – issued within 12 months of date of birth – full or short form acceptable including those issued by UK authorities overseas, such as Embassies, High Commissions and HM Forces
- ☐ Adoption Certificate – UK and Channel Islands.

Group 2a Trusted Government / State Issued Documents

- ☐ Current Driving Licence Photocard (Full or Provisional) – All countries outside the EU (Excluding Isle of Man & Channel Islands)
- ☐ Current Driving Licence (Full or Provisional) Paper Version (if issued before 1998) – UK, Isle of Man, Channel Islands & EU.
- ☐ Birth Certificate (UK, Isle of Man & Channel Islands) – issued after time of birth.
- ☐ Marriage / Civil Partnership Certificate – UK and Channel Islands
- ☐ HM Forces ID Card – UK only
- ☐ Firearms Licence – UK, Channel Islands and Isle of Man

All driving licences must be valid

Group 2b Financial / Social History Documents

Issued within last 3 months	Issued within last 12 months	No time limit
<ul style="list-style-type: none"><input type="checkbox"/> Bank/Building Society Statement (UK, Channel Islands or EEA)*<input type="checkbox"/> Bank or building society account opening confirmation letter (UK)<input type="checkbox"/> Credit Card Statement (UK or EEA)*<input type="checkbox"/> Utility Bill – electricity, gas, water, telephone –NOT mobile phone contract/bill*<input type="checkbox"/> Benefit Statement (UK) – e.g. Child Allowance, Pension*<input type="checkbox"/> A Document from Central/Local Government/ Government Agency/Local Authority giving entitlement (UK & Channel Islands): e.g. from the Department of Work and Pensions, the Employment Service, Customs & Revenue, Job Centre, Job Centre Plus, Social Security*	<ul style="list-style-type: none"><input type="checkbox"/> Mortgage Statement (UK or EEA)*<input type="checkbox"/> Financial Statement – e.g. pension, endowment, ISA (UK)*<input type="checkbox"/> P45/P60 Statement* (UK & Channel Islands)<input type="checkbox"/> Council Tax Statement (UK & Channel Islands)*	<ul style="list-style-type: none"><input type="checkbox"/> EU National ID Card [Must still be valid]<input type="checkbox"/> Cards carrying the PASS accreditation logo (UK) [Must still be valid]<input type="checkbox"/> Work Permit/Visa (UK) (UK Residence Permit)* [Valid up to expiry date]<input type="checkbox"/> Valid letter of sponsorship from future employment provider (Non UK/EEA only – valid only for applicants residing outside of UK at time of application).<input type="checkbox"/> Letter from head teacher or college (UK – for 16 to 19 year olds in full time education – only used in exceptional circumstances if other documents cannot be provided) [Must still be valid]

* If you intend to use more than one document of this type please ensure that it is from a different organisation.

DBS Checks Routes:

The documents needed will depend on the route the application takes. You must try to provide documents from Route 1 first.

Route 1
<p>You must be able to show:</p> <ul style="list-style-type: none"><input type="checkbox"/> one document from Group 1, below<input type="checkbox"/> 2 further documents from either Group 1, or Group 2a or 2b, below <p>At least one of the documents must show your current address.</p>
Route 2
<p>If you do not have any of the documents in Group 1, then you must be able to show:</p> <ul style="list-style-type: none"><input type="checkbox"/> one document from Group 2a<input type="checkbox"/> 2 further documents from either Group 2a or 2b <p>At least one of the documents must show your current address. Northern Education Trust must then also use an appropriate external ID validation service to check the application.</p>
Route 3
<p>Route 3 can only be used if it's impossible to process the application through Routes 1 or 2.</p> <p>For Route 3, you must be able to show:</p> <ul style="list-style-type: none"><input type="checkbox"/> a birth certificate issued after the time of birth (UK and Channel Islands)<input type="checkbox"/> one document from Group 2a<input type="checkbox"/> 3 further documents from Group 2a or 2b <p>At least one of the documents must show your current address. If you can't provide these documents then you may need to be fingerprinted.</p>