

# CANDIDATE BRIEFING PACK

NEW BUILD – OPENED SEPTEMBER 2022



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# Letter from the Headteacher

Dear Applicant

I am delighted that you have taken an interest in this post and our school. Kingsmead is a fantastic school with a great deal of potential and I am seeking professionals who want to contribute to the overall success of the school.

I took over as Head in January 2023 having served as headteacher in another school previously. Our vision statement 'Achieving through caring' sums up everything that I believe in about a school, especially as all teachers are now having to support families far beyond the classroom setting.

Kingsmead was judged RI at the OFSTED inspection in June 2022 and while that judgement was accurate, all the pieces are now present to make sure that the school receives a higher judgement when they return, as it has done in the past. The community is very supportive and wants the school to be successful.

The school has undergone major building work over the last two years. There is a new main building that the school moved into in September 2022 and demolition of the old building is nearing completion. Once complete the site will be spacious and welcoming.

We are a rural school drawing students from a very wide catchment area. The surrounding area is very beautiful and yet we are still only a few miles from Taunton as well as having easy access to Exeter.

We successfully recruited several experienced and talented new staff in the summer, who joined us in September 2023. As such, this will be a very exciting time to join the school as we all push forward with our school development.

Thank you for taking the time to find out about Kingsmead. Hopefully, this pack will provide you with plenty of information about the school but please feel free to ask for further information if this would help with your application. Equally, I would welcome the chance to show you around our school prior to application.

Kind regards

A handwritten signature in black ink, appearing to read 'John Eddy', with a stylized flourish at the end.

Mr John Eddy  
Headteacher

# Letter from the Chair of Governors

Dear Applicant

Last academic year was a very exciting time for Kingsmead with the opening of the new school building and the appointment of our new Headteacher. The Governing Body has been incredibly busy ensuring the smooth handover of headship and I am delighted to say John has made a terrific start.

The Governing Body are a group of volunteers from the local community who bring a wide range of skills and expertise from their professional lives to the governing board. We provide independent oversight of the management and operation of the school and are committed to improving the quality of education provided and raising standards. This includes setting the school's vision, ethos and strategic direction, holding the headteacher to account for the educational performance of the school and its pupils, and overseeing the financial performance of the school and making sure its money is well spent.

The full Governing Body meets every half-term and we hold half-termly sub-committee meetings, too. Every term, there is a Governors' Open Day when Governors are in school all-day meeting staff to discuss careers, attendance, pupil premium etc, observing lessons, meeting students, attending break and lunch time duties and acting as the school's critical friend.

In addition to the Open Days, each governor is linked to a subject and has specific responsibilities in areas such as child protection, attendance, training and health & safety etc. Governors visit the school on various days during the year to work closely with staff in the subject area and this has proved a great support to the school.

I am delighted you are interested in joining Kingsmead and wish you good luck in your application.

Yours faithfully



Mr Nick Lapthorn  
Chair of Governors

# Letter from the students

Dear Applicant

We wish to warmly welcome you to Kingsmead, and we very much look forward to any new ideas and changes that you may bring to continue the success of the school.

Kingsmead is a safe environment for us to learn. We make new friends and prepare for our futures. It provides many opportunities and covers a broad range of interests. It stands by its core values and motto, 'Achieving through Caring'.

Kingsmead is a unique school with a rural and wide catchment area. Many students are from agricultural families. The school is the only school in Somerset to offer Agriculture as a GCSE!

One of the things we value the most at Kingsmead is the support we receive from the staff about the choices we make, we feel safe within the environment and there is always support if needed. We enjoy most of our subjects and learning, but of course there is the odd subject that we don't enjoy so much, but we always try to do our best and are praised when we do so. We enjoy the sports and extra-curricular activities such as last summer's production of 'Little Shop of Horrors'. We are challenged to try new things and supported in doing them. We are trusted and given responsibility.

We really enjoy our time at Kingsmead and have made friends for life.

We look forward to you joining our school.

Yours sincerely

Year 7 & 9 students  
Student Council





# Safeguarding

Safeguarding is at the heart of what we do at Kingsmead. We are never complacent about safeguarding and accept that we must never believe “it wouldn’t happen here”. We have rigorous and tested practices and procedures which are constantly reviewed, regular training and high expectations of staff in matters of safeguarding and child protection.

## Background Information: The School

Kingsmead School is a rural, mixed ability school with a fully comprehensive intake situated near the Devon/Somerset border, close to the Brendon Hills and Exmoor. It is a magnificent area in which to live and work. Not only is there the tranquillity and beauty of the countryside but there is the rapidly growing County town of Taunton nearby and easy access (20 minutes) to national rail links and the M5 for connections to the rest of the country.

Kingsmead lies in the small town of Wiveliscombe. It caters for the age range 11-16 and has 925 students. The school is successful and oversubscribed. Our firm conviction is that we have an outstanding staff committed to providing the best education for our superb body of students.

We passionately believe in developing the international dimension of the school having links with schools in Europe and in Zambia. Historically the initiatives run by Kingsmead staff have been a strength and made it a resource rich environment and we are keen to revitalise these links and trips after the restrictions of recent years.



The core values of Kingsmead are Care, Aspiration, Respect and Determination which drive our strong positive ethos. We have high expectations of staff to uphold our caring, student-centred ethos and to set high standards for our young people. We encourage staff to contribute to and lead some of the wide range of extra-curricular opportunities we offer.



Kingsmead School is an Academy but is not currently part of a MAT. The view of the governors is that we will consider all opportunities as and when they arise. We believe that entering a MAT must be in the interests of the whole school community and offer benefits that could not be achieved under the school's current status. We are part of two partnerships that offer some of the benefits of being part of a MAT but allow us to maintain a greater control over our future direction.

# Employee Benefits

Kingsmead School is determined to ensure that staff and students have a rewarding and positive environment in which to work. We believe in investing in our colleagues' wellbeing as well as their development.

## Why join us?

- Competitive salaries and annual leave.
- Access to superb pension schemes.
- Travel opportunities to Iceland, Zambia and across Europe.
- Cycle to work scheme.
- Free parking.
- An attractive local rural environment with close proximity to some beautiful coastlines

## Health and Wellbeing benefits for All Staff

- Dedicated Staff Wellbeing group who meet regularly to discuss staff wellbeing initiatives.
- Trained Wellbeing Ambassadors within the staff team.
- Early finish at 1:15pm at the end of each term (Christmas, Easter, Summer).
- No emails after 5:30pm until 7:30am, or at weekends.
- Additional INSET day during term time to allow for further curriculum / staff training and development.
- Complimentary tea and coffee in the staff room.
- Complimentary lunch on INSET days and food provided before Parents' Evenings.
- Canteen providing freshly prepared meals available to purchase at reasonable prices, and free lunches provided for duty staff.
- Eye care subsidy.
- Cycle scheme membership giving savings of 25-39% on bikes and equipment.

## Teaching and Learning

- Early Career Framework which includes comprehensive support and training with a dedicated mentor.
- 91% directed time budget leaving teachers with a healthier work/life balance.
- 45-minute lunch time to enable an earlier finish to the school day.
- 3 for 1 swap on duties available.
- Professional Growth embedded within performance reviews.
- Focussed programme of CPD planned throughout the year.
- Disaggregated INSET days.
- Staff sports and yoga.
- Reduction in reporting requirements from September 2023.

## Key Facts and Statistics

<b>Type of school</b>	Single Academy Trust
<b>Location</b>	Wiveliscombe, Somerset
<b>Age range</b>	11 - 16
<b>Denomination</b>	Non-denominational
<b>Gender</b>	Mixed
<b>Number of students</b>	925
<b>Pupil premium</b>	176 (18.9%)
<b>GCSE results in 2023</b>	<ul style="list-style-type: none"> <li>- Progress 8 figure: Projected -0.26 with an attainment 8 figure of 42.17.</li> <li>- 32% of students achieved a grade 5 or above in English and Maths. 55% achieved a grade 4 or above.</li> <li>- EBACC points score 3.9, well above national average.</li> <li>- 66% of students study the EBACC subject combination.</li> <li>- 97% of students stayed in education or went into employment after Key Stage 4 (in 2019).</li> </ul>





# Travelling to Kingsmead



Link to school location: <https://goo.gl/maps/FSmYieuFFQpzwv4J9>

Wiveliscombe is situated on the B3227 Taunton to Barnstaple road; 4 miles from the Devon/Somerset border and 10 miles from Taunton.

## Travelling by road

There is access from Junction 25 of the M5 where the route is well signed through the North of Taunton or from Junction 26 of the M5 via Wellington. From Taunton, travel along the B3227 to Wiveliscombe. In the centre of the town, turn left at the traffic lights. Kingsmead School is 150 metres on the left.

## Travelling by public transport:

Take the train to Taunton and then the Number 25 bus to Wiveliscombe town centre. The school is a short walk from the centre.

# Recruitment Legislation

## **Criminal Records Check** via the Disclosure & Barring Service (DBS)

The post you are applying for requires you to have a criminal background check via the Disclosure procedure. As part of this process your identification must be verified. To do this, you will need to bring various **original** personal documents to the school. Photocopies or documents printed from the internet, for example, internet banking statements, will not be accepted.

You will need to provide documentation to the school that confirms:

- Your name
- Date of birth
- Current address

**If you are invited to interview, please bring the following original documents with you:**

- **Passport**
- **Council tax bill 2022/23**
- **Driving Licence card**
- **QTS certificate** (if applicable)
- **Degree / Qualification Certificates**

If you are successfully appointed, you must complete an online DBS application form.

Details of any further documentation that you need to provide will be given to the successful candidate, as required.

## **Legislation and Appointments**

All appointments are subject to satisfactory medical and police clearance, and satisfactory references. The successful candidate will also be required to produce documentary evidence of the entitlement to work in the UK under the terms of the Asylum and Immigration Act 1996. Relevant documents are:

- \* A document from a previous employer, the Inland Revenue, Benefits Agency, Contribution Agency or Employment Service containing the person's name and NI number. This could be a P45, a P60 or a letter.
- \* A passport confirming that a person is a British citizen or a European Area national or which shows that they are otherwise entitled to live and work in the UK.
- \* A Birth Certificate confirming birth in the UK or Republic of Ireland.
- \* A letter from the Home Office confirming that the person is allowed to work in the UK.

## **Self-Declaration Form**

Please complete, sign, date and place this into the envelope provided. **Please bring this with you if you are invited to interview.**

## **DfE Recruitment Documentation**

All appointments are subject to evidence of the following:

- Qualified Teacher Status (QTS).
- Academic Qualifications - Relevant Degree/Diploma or a letter of confirmation from the awarding institution.

## To arrange a visit

We would be pleased to show you around the school and encourage you to visit in advance of submitting your application. Please email [recruitment@kingsmead-school.com](mailto:recruitment@kingsmead-school.com) to request a visit.

## How to apply

Complete and submit the following forms on [www.tes.com](http://www.tes.com):

- a. Application Form
- b. Equal Opportunities Form

Your application will be submitted direct to our recruitment team at Kingsmead School ready for the selection process.

## Questions and Support

Please do not hesitate to contact us for further information about this post or for additional support with your application:

Email: [recruitment@kingsmead-school.com](mailto:recruitment@kingsmead-school.com)  
Telephone: 01984 623483

# The Selection Process

1. Application received by the closing date.
2. Shortlisting will then take place.
  - This will be completed by at least 2 people who will meet to create a final shortlist.
  - The shortlisting process will be completed with reference to the Job Description and Person Specification as well as the quality of the application.
3. Candidates on the shortlist will be invited to interview and references requested.
4. Our standard format for interviews consists of:
  - A welcome meeting
  - A tour
  - An observed teaching task (teaching posts) or a job-related task (non-teaching posts)
  - A formal interview which will always include one safeguarding question.

The formal interview will always include a senior member of staff, trained in Safer Recruitment, and usually the postholder's Line Manager.

**For positions within the Senior Leadership Team**, this is normally held over 2 consecutive days. The first day will consist of a series of panel interviews covering the following areas:

- Leadership and Management
- Teaching and Learning
- Wellbeing and Diversity
- A Student Panel

Each panel will involve at least one governor and a senior member of staff. The student panel will be chaired by a senior member of staff.

Each panel will employ an individual interview record to make notes on answers given by candidates.

Candidates will be asked the same core questions.

The panels will meet to discuss each candidate. The individual interview records will be used to reach a decision.

Candidates will also be given the opportunity to gain a deeper understanding of the school by touring the school and informally meeting staff, students and parents/carers. Candidates will be expected to teach a class during the interview process which will be observed by senior members of staff.





# KINGSMEAD

— Achieving through Caring —

## Self-Disclosure Form

Please complete, sign, date and place into the envelope provided, which you should seal.  
**Please bring this with you if you are invited to interview.**

If the role you are in or have applied for involves frequent or regular contact with or responsibility for children, you will also be required to provide a valid DBS (Disclosure & Barring Service) certificate, which will provide details of criminal convictions. This may also include a barred list check depending on the nature of the role (see organisational guidance about eligibility for DBS checks). All information you provide will be treated as confidential and managed in accordance with relevant data protection legislation and guidance. You have a right of access to information held on you under the Data Protection Act 1998.

Have you ever been known to any children's services team or to the police as being a risk or potential risk to children?	Yes / No
If yes, provide further information:	
Have you been the subject of any disciplinary investigation and/or sanction by any organisation due to concerns about your behaviour towards children?	Yes / No
If yes, please provide further information:	
Do you have any convictions, cautions, reprimands or final warnings that are not "protected" as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amended) 2013?	Yes / No
If yes, please provide further information:	
<b>Confirmation of declaration</b> (tick box below)	
<input type="checkbox"/>	I agree that the information provided here may be processed in connection with recruitment purposes and I understand that an offer of employment may be withdrawn or disciplinary action may be taken if information is not disclosed by me and subsequently come to the organisation's attention.
<input type="checkbox"/>	In accordance with the organisation's procedures if required I agree to provide a valid DBS certificate and consent to the organisation clarifying any information provided on the disclosure with the agencies providing it.
<input type="checkbox"/>	I agree to inform the organisation within 24 hours if I am subsequently investigated by any agency or organisation in relation to concerns about my behaviour towards children or young people.
<input type="checkbox"/>	I understand that the information contained on this form, the results of the DBS check and information supplied by third parties may be supplied by the organisation to other persons or organisations in circumstances where this is considered necessary to safeguard children.
Signature of Candidate:	
Print name:	
Date:	

## Contact details



### Kingsmead School

Wiveliscombe, Taunton, Somerset, TA4 2NE

#### Enquiries

T: 01984 623483

E: [recruitment@kingsmead-school.com](mailto:recruitment@kingsmead-school.com)

W: [www.kingsmead-school.com](http://www.kingsmead-school.com)



Together we can build a better future!  
Thank you for considering joining us at Kingsmead School.