



THE  
**PEOPLE'S**  
LEARNING TRUST

# Pastoral Lead - Maternity

RECRUITMENT PACK

## WELCOME

At The People's Learning Trust, we are confident that every student can achieve their greatest ambitions. Our academies play a crucial role in shaping their life prospects, and we believe in fostering leadership and autonomy to prepare our learners for the future.

Our commitment to inclusivity, collaboration, and excellence ensures that all children receive the support they need to thrive academically and personally.



### **How we will help children achieve:**

We aim to ensure the highest standard of teaching across our Trust. Our strategies include:

- increasing the number of academies rated outstanding by Ofsted;
- providing robust support and challenge to schools for rapid improvement;
- diminishing attainment gaps between student groups to achieve whole school success.

Our trauma-informed, attachment-aware approach supports all students, including those in referral units who may have felt isolated in the past. We develop curricula that go beyond content, focusing on foundational literacies, character qualities, and competencies.

### **Our commitment to excellence:**

The People's Learning Trust ethos is "That will do, won't do. For us, it is the best or nothing," aligning with the motto of Everton Football Club, "Nil Satis Nisi Optimum".

Our dedication to safeguarding, inclusivity, and the highest expectations drives our determination to cultivate success for our young people.



### **Join us:**

We believe in strong community and citizenship values. Our staff benefit from strategic support while each academy retains its unique identity. By joining TPLT, you will be part of a collaborative network committed to educational excellence and community impact. Our links with Everton Football Club and Everton in the Community highlight our dedication to holistic student development. We offer a dynamic environment where professional growth, support, and shared expertise drive success.

If you share our passion for creating positive educational outcomes and making a difference, we invite you to join us and contribute to our mission of excellence and inclusivity.

### **Our Mission:**

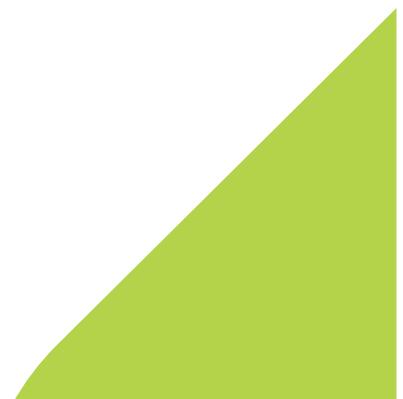
We are committed to creating a compassionate, collaborative, and innovative environment where inclusivity, trust, positive relationships, and a love of learning empower individuals to excel and contribute positively to our global community.

### **Our Values:**

- **Inclusivity:** Emphasises equality, inclusion, and nurturing, ensuring everyone is valued and supported.
- **Collaboration:** Promotes teamwork, mutual support, and positive relationships, fostering a cooperative environment.
- **Respect:** Essential for communication and trust, ensuring everyone is treated with dignity and consideration.
- **Trust:** Foundational for building strong, positive relationships and effective collaboration.
- **Community:** Encompasses the sense of belonging, a caring environment and relationships, fostering a supportive and inclusive atmosphere.

### **Our Goals:**

We are confident that every student can achieve their greatest ambitions. Our academies play a crucial role in shaping their life prospects, and we believe that fostering leadership and autonomy is the best way to prepare our learners for the future.



## ABOUT THE PEOPLE'S LEARNING TRUST

The newly formed People's Learning Trust is proud to be part of the Everton family. Our approach to education and the learner experience embodies the philosophy of Everton Football Club, which has been a tremendous source of support and inspiration.

From the outset, we collaborated with our Founder Schools and all stakeholders to establish the core values that underpin our Trust. We are committed to an inclusive approach that recognises and supports the needs of our staff. While our academies retain their unique identities, they also benefit from the strategic guidance of the Trust. A strong sense of community is fundamental across all our academies, with a focus on citizenship that extends beyond local and national borders, encouraging our learners to embrace their roles as global citizens.

Our reach extends throughout the Liverpool City Region and beyond, offering access to a wide range of academies across various sectors. We believe that people are stronger together, thriving when they embrace diversity and use differences to foster positive change.

The Trust's role is to unite people, promote positive communication, enhance understanding and tolerance, build trust, and improve lives.

At The People's Learning Trust, we value our people and strive to ensure that everyone within the Everton Family feels recognised, valued, and happy in their roles. Equality and diversity are central to our ethos. We believe in equal opportunities for all, ensuring that no one is discriminated against in any area of diversity.

Our Trust is committed to recruiting the best leaders, teachers, and support staff because we know that our talent is our greatest asset. We select teachers who can motivate, inspire, and support our students, understanding that our success depends on the performance of our people. We treat all staff equally, with a strong focus on the continuous development of their skills and knowledge. Best practice is shared across the Trust, the Liverpool City Region, and beyond.

Our culture of shared learning and development nurtures creativity, making our Trust a place where everyone can grow and succeed. Our environment is where educators aspire to work and where the school leaders of tomorrow emerge.





THE  
**PEOPLE'S**  
LEARNING TRUST



## THE ROLE SUMMARY

At Waterside Academy, part of The People's Learning Trust we are passionate about all pupil's education and determined to make a real difference to the lives of these pupils. Our school aims to engender a sense of community and belonging, and to offer new opportunities to learners who may have experienced previous difficulties by responding to learners in ways which take account of their varied life experiences and needs.

The role of Pastoral Lead is to ensure that policies and procedures regarding safeguarding and child protection are followed robustly within the school. To be a designated safeguarding lead and as such work sympathetically with families whilst acting in the best interest of the children and their need for academic development and overall welfare. To ensure that all staff have accurate and timely information to plan and support the needs of all pupils, thereby promoting full engagement with the curriculum.

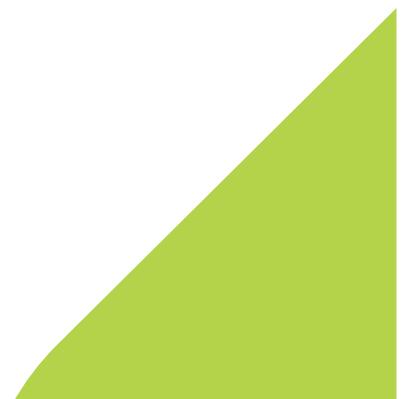
**Salary:** NJC Scale (Point 26-30) £37,280 - £40,777

**Contract:** Full time, FTC, Maternity Cover

**Location:** Dale Acre Drive

**Accountable to:** Deputy Headteachers and Headteacher

**Start date:** March 2026



## PASTORAL LEAD JOB DESCRIPTION

### Key Accountabilities (and specific duties / responsibilities).

- Maintain an up-to-date knowledge of all the local services which could provide support for parents and be able to guide parents about which would be most appropriate. Working in partnership with those agencies and challenging provision of services where appropriate.
- Lead responsibility for identifying pupils/ families needing specialist early intervention and provide comprehensive assessment of whole family needs and manage the caseload of those families with the outcome of achieving Early Help aims.
- Liaise with a range of health and support agencies to seek advice and support on behalf of children with specific concerns which may affect their engagement at school.
- Provide support, encouragement and pastoral care to pupils at the school.
- Work with a range of stakeholders, parents, support staff, outreach agencies and other schools to ensure the continuity and progress of individual pupils, especially with regard to self-esteem
- Respond to conflicts and situations as they arise. Defuse situations and develop strategies for those involved in conflict, liaising on the school's behalf when difficulties arise with families.
- Support identified students on identified issues such as self-esteem, friendship issues, behaviour, bullying etc.
- Promote a home/school liaison service by being available for parents on both a drop-in and appointment basis.
- Participate in school review meetings and in-service training (INSET) days to help develop and define school policies regarding pastoral care, and pupil support
- Develop the school's links to members of the community with regard to helping the school.
- Liaise with the school nurse, Education Welfare Officer (EWO) and other pastoral services within the school to develop a united strategy when tackling different issues.
- To offer support, advice and give a level of expertise regarding safeguarding to all members of the academy staff team, taking appropriate action when required.
- To triage referrals from staff and, taking appropriate action and making direct referrals to Children's Services and other relevant agencies.
- To ensure that all staff have access to and understand Waterside Academy's Safeguarding/Child Protection
- To review, update and amend policy documents relating to safeguarding.
- To contribute to Child Protection Conference and Core Group processes by either attending or ensuring that a relevant member of staff attends meetings and necessary paperwork is completed or appropriate documentation is available.

- To keep an accurate and up to date database of information on students who fall into a safeguarding/child protection category including notes of referrals made / support declined
- To monitor and develop Waterside Academy's systems for reporting safeguarding concerns.
- To prepare reports for Waterside Academy's Leadership Team and Governing Body regarding trends in safeguarding concerns or relevant safeguarding information.
- Chair Early Help meetings/ TAF / multi agency support meetings and maintain an up-to-date database of interventions and outcomes

### Support for the School

- Comply with school policies and procedures relating to child protection, health, safety and security, confidentiality and data protection. Report all concerns to the appropriate person (as named in the policy concerned).
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.
- Contribute to the school ethos, aims and development/improvement plan.
- Participate in training and other learning activities as required.
- Establish own best practice and lead specialist area and use to support others
- Assist with the planning of opportunities for pupils to learn in out-of-school contexts, according to school policies and procedures and within working hours

The above list is not exhaustive or exclusive. The role requires the post holder to be professional, co-operative and flexible in line with business needs of the Trust.

The post holder is required to undertake such duties as may be reasonably expected within the scope and grading for the post.



## **PERSON SPECIFICATION**

### **Qualifications:**

- Level 2 qualification in Numeracy/Maths and Literacy/English or equivalent qualification.
- NVQ Level 3 or equivalent in teaching assistance
- DSL Trained (Desirable)

### **Skills:**

- Experience of working with pupils in a work-related context
- Experience of working in a multi-agency team
- Experience of managing pupil disaffection
- Ability to build and maintain effective working relationships with all pupils and colleagues.
- Ability to adapt own approach in accordance with pupil needs
- Ability to continually develop and extend own working practices

### **Knowledge & Understanding:**

- Understanding of principles of child development, learning styles and independent learning.
- Working knowledge of relevant policies/codes of practice/legislation.
- Understanding of inclusion, especially within a school setting.
- Experience of resources preparation to support learning programmes
- Effective use of ICT to support learning



## HOW TO APPLY

The People's Learning Trust values equality and diversity and is committed to safeguarding and promoting the welfare of children and young people. As such, we expect all staff and volunteers to share this commitment.

Applicants will be subject to safer recruitment practices, including satisfactory references and an enhanced DBS check.

For more information about the role, or for an informal chat, please reach out to Elaine Oliver, School Business Manager, [finance@watersideacademy.co.uk](mailto:finance@watersideacademy.co.uk)

### SUBMITTING YOUR APPLICATION

Applicants should submit an application form and covering letter of application which fully addresses the competencies outlined in the job description and person specification.

Completed applications should be sent to Elaine Oliver, School Business Manager at [finance@watersideacademy.co.uk](mailto:finance@watersideacademy.co.uk)

Closing date for applications is Friday 6<sup>th</sup> March 2026 at 5pm.

#### **Interviews:**

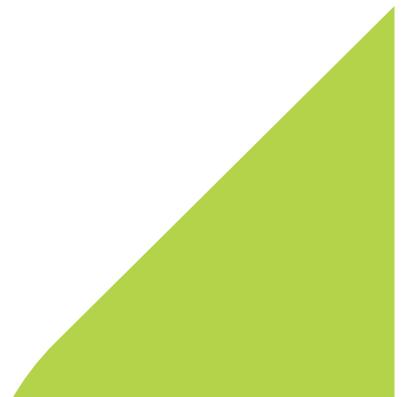
TBC

### DATA PROTECTION

Protecting your personal data is of the utmost important to the Trust and we take this responsibility very seriously. Any information obtained by the Trust is held and processed in accordance with the relevant data protection legislation. The data you provide with us will be securely stored by the Trust in accordance with the General Data Protection Regulation (GDPR).

You do have the right to object to us processing your data in this way.

If you believe you have the relevant qualifications, skills, knowledge and personal attributes, then we would welcome an application.





THE  
**PEOPLE'S**  
LEARNING TRUST

