



KINGSBURY GREEN  
ACADEMY



# RECRUITMENT PACK

*Achieving Excellence Together*

# WELCOME FROM THE HEAD

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## **Nicola Bull** Headteacher

Dear Candidate,

Thank you for considering this opportunity. We are excited to offer a unique opportunity for a knowledgeable and skilled person to join our forward-thinking team at Kingsbury Green Academy, a school with ambitious goals and ever-improving outcomes. This role is perfect for an individual who is eager to contribute to a high-performing educational environment. If you are passionate about making a real impact, we want to hear from you. We seek candidates who are driven to enhance the educational experiences and life chances of our students.

Since joining Kingsbury Green Academy (KGA) in September this year, I can confidently say that it is a vibrant and welcoming place where both staff and students thrive. As an experienced headteacher and trust leader, I sought to return to headship at a school that fosters a strong sense of community and belonging. I was eager to be part of a school dedicated to delivering an ambitious and broad curriculum through excellent evidence-informed teaching. I was searching for a school which was committed to offering a variety of trips, after-school clubs and activities that help students explore their talents and passions.

Most importantly, I wanted to be in an environment where positive relationships amongst staff and students are nurtured through mutual respect. KGA excels in all these areas. Behaviour of students is excellent, outcomes for children improve every year, and there is a dedicated team of staff and governors working in supportive partnerships with parents and students.

When you join KGA, you also become part of The Ascend Learning Trust (ALT), a collaborative network of secondary and primary schools committed to enhancing student experiences through the sharing of best practices, pooling resources, and tackling common educational challenges. At ALT, staff well-being is a top priority. The trust emphasises professional development through exceptional training and coaching while valuing work-life balance. We respect your time by never asking staff to complete tasks that don't directly benefit our students.



We also avoid short deadlines and last-minute calendar changes and we never ask you to complete unnecessary administrative tasks. This dedication to staff well-being is more than just a promise. Each year, every staff member is entitled to book one day's leave on a day of their choosing as a "well-being day". This year's two-week October half-term has also enabled staff and parents to enjoy more affordable holiday options. Moreover, our summer term concludes earlier than most, allowing for an extended summer break.

Joining KGA means joining a supportive and forward-thinking community where your well-being and professional growth are truly valued and our vision and values guide everything we do here:

### **Vision and Values**

We are committed to delivering a rich and diverse curriculum through passionate and knowledgeable teaching. We aim to engage all learners and support them in making exceptional progress, regardless of their starting points.

We believe in achieving excellence collectively by:

- Embracing every opportunity for growth and development.
- Breaking down social, economic, and academic barriers to help students reach their full potential.
- Valuing hard work and perseverance as the keys to success.
- Inspiring every individual to be bold, courageous, and aspirational.
- Fostering a culture of mutual respect and pride in ourselves, our school, and our community.

As Headteacher, I assure you of a supportive and dedicated senior team, a stimulating and happy work environment, and the opportunity to work with exceptional young people. You will join a team of professionals who are committed to making a difference and to shape the future of Kingsbury Green Academy.

**Nicola Bull**  
**Headteacher**

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# WELCOME FROM THE CEO

## Dear Applicant

Thank you for taking an interest in Ascend Learning Trust, where we pride ourselves on our core motto 'Together we Belong, Believe, Become'. As a community of schools, we strive to achieve this through our relentless commitment to our values of 'Compassion, Aspiration, Respect, Dedication and Integrity' for all of our students, with the potential of every individual within our community valued. As a result of our values, we strive to ensure that students receive an incredibly high standard of academic and pastoral care to enable them to leave school with the very best platform for their future. The schools within Ascend Learning Trust are a family, and as such they support each other to continuously improve, providing strength to each other.

As a mother of 3 children at primary, secondary and apprentice level, I know how important young people's school experience is and it is a privilege to lead an organisation whose purpose it is to support this. As the CEO of Ascend Learning Trust (from September 2023) I am fully committed, along with all of our staff to ensuring that each child's education is the very best that it can be.

This pack will give you details of the job description and list the main duties of the post, together with further details of the competencies (skills), experience, qualifications, knowledge and abilities required to do the job. It is important that you identify the competencies, experience, qualifications, knowledge and abilities that will be assessed by application form, as you will need to provide evidence that you meet these criteria.

## References

We will require two satisfactory references before a job offer is confirmed; one of which must be your Line Manager/ Headteacher in your present or most recent employment. Please remember to check that your referees are actually available to provide a reference, as failure to do this could cause a delay in confirming your appointment. Further information about the Ascend Learning Trust and the Academies within it, is available on our website [info@ascendlearningtrust.org.uk](mailto:info@ascendlearningtrust.org.uk) We hope you will feel inspired to apply to work within the Trust.

Yours sincerely

**Jane Coley**

Ascend Learning Trust CEO



# JOB DESCRIPTION

The job description lists all the main duties of the post, together with further details of the competencies (skills), experience, qualifications, knowledge, and abilities required to do the job.

The criteria listed within the job description detail the areas which will be assessed at both application and interview. It is important that you identify the competencies, experience, qualifications, knowledge, and abilities that will be assessed by application form, as you will need to provide evidence that you meet the criteria.

All employees have the responsibility to:

- Ensure any documentation produced is to a high standard and is in line with the Trust brand style.
- Be aware and comply with all policies and procedures relating to safeguarding, child protection, health, safety and security, whistleblowing, confidentiality, and data protection, reporting all concerns to the appropriate person.
- Participate in training and other learning activities as required.
- Participate in the Trust Performance Management process.
- Provide appropriate guidance and supervision and assist in the training and development of staff as appropriate.
- Promote the area of responsibility within the Trust and beyond.
- Represent the Trust at events as appropriate and as directed by the Chief Executive Officer.
- Support and promote the Trust ethos, vision, and values.



# Head of Culture and Belonging

## Role Purpose

The Head of Culture and Belonging will play a pivotal role in shaping, embedding, and sustaining a positive, inclusive, and aspirational culture across Kingsbury Green Academy. The postholder will be responsible for student leadership, rewards, community engagement, and visible, relational behaviour support. Central to the role is ensuring that every student feels a genuine sense of belonging and is supported to attend lessons punctually, engage positively, and uphold high expectations consistently.

This is a highly visible, operational role working closely with students, staff, families, and external partners to model the academy's values and translate strategic intent into daily practice.

## Key Responsibilities

### 1. Culture, Belonging and Behaviour

- Support the strategic development and daily implementation of a culture rooted in belonging, respect, inclusion, and high expectations.
- Serve as a visible, relational presence throughout the school day—particularly during transitions, breaks, and changeovers—to promote readiness to learn and positive conduct.
- Work proactively with students facing barriers to attendance, punctuality, engagement, or behaviour, using relational and restorative approaches to secure sustained improvement.
- Support and guide staff in applying behaviour policies consistently, modelling high-quality interactions, de-escalation, and trauma-informed practice.
- Analyse behaviour, attendance, and punctuality data to identify patterns, evaluate impact, and design targeted interventions with measurable outcomes.

### 2. Student Leadership

- Design, develop, and lead a diverse, representative, and aspirational student leadership programme.
- Oversee roles such as prefects, ambassadors, school council, and peer mentors, ensuring clarity of purpose, training, and impact.
- Empower student leaders to act as visible role models and active contributors to school culture and community engagement.
- Lead meaningful student voice processes, ensuring students influence decisions, improvement priorities, and whole-school culture.

### 3. Student Rewards and Recognition

- Lead the design and implementation of an inclusive rewards system that celebrates effort, progress, attendance, behaviour, and contribution to academy life.
- Ensure consistent application of rewards across teams and subjects so that all students feel recognised and valued.
- Plan and oversee reward events, celebrations, and cultural moments that strengthen identity and belonging.
- Evaluate the effectiveness of rewards and refine approaches according to student feedback and impact data.

#### **4. Attendance, Punctuality, and Lesson Engagement**

- Work collaboratively with pastoral teams to ensure students arrive at lessons punctually, prepared, and ready to learn.
- Lead strategies to reduce lesson truancy, internal disengagement, and poor punctuality.
- Build strong relationships with students and families to identify and address attendance and engagement barriers.
- Support reintegration meetings and programmes for students returning from suspension, long-term absence, or disengagement.

#### **5. Community Engagement**

- Strengthen relationships between the academy, families, and the wider community to promote trust, shared values, and collective responsibility.
- Represent the academy at community events and build partnerships that enhance student experience and cultural identity.
- Support initiatives that celebrate the academy's diversity, values, and sense of community pride.

#### **6. Leadership and Collaboration**

- Work closely with Senior Leadership, pastoral teams, and teaching staff to align behaviour and culture strategies with school priorities.
- Contribute to and deliver staff training related to behaviour, culture, belonging, and student engagement.
- Provide leadership and support to pastoral or support staff connected to the role.
- Undertake any additional duties reasonably requested by the Headteacher or Senior Leadership Team.

#### **Person Specification**

##### **Essential Criteria**

##### **Professional Experience & Impact**

- Significant experience working successfully with young people in a secondary school or equivalent setting, including those with complex behavioural, attendance, or engagement needs.
- Demonstrable impact in shaping and improving school culture, behaviour, inclusion, or pastoral systems.
- Experience of operational leadership, with responsibility for implementing a strategic area and ensuring consistent day-to-day delivery.
- Proven ability to work relationally and restoratively with students, families, and staff to secure sustained improvement in behaviour, attendance, and punctuality.

##### **Leadership & Management**

- Experience of leading or line-managing staff, setting expectations, providing guidance, and holding colleagues to account.
- Confidence to act as a visible, authoritative presence who models high expectations and calm, consistent practice.

- Ability to influence colleagues at all levels—including teachers and senior leaders—to ensure alignment and consistency across the academy.
- Experience delivering or contributing to staff training and professional development.

### **Strategic & Analytical Skills**

- Strong understanding of behaviour, inclusion, culture, and belonging within secondary schools, including trauma-informed and equity-focused approaches.
- Ability to analyse data (behaviour, attendance, engagement), identify trends, and design effective interventions.
- Experience evaluating the impact of initiatives and refining approaches based on evidence and feedback.

### **Student Leadership, Voice & Engagement**

- Experience developing, leading, or coordinating student leadership, student voice, or peer support programmes.
- Ability to empower students as role models and contributors to the school community.
- Commitment to ensuring student voice influences decision-making and improvement planning.

### **Community & Stakeholder Engagement**

- Proven ability to build strong relationships with families and external agencies, including those who may be disengaged or hard to reach.
- Confidence representing the academy publicly and strengthening its role within the community.

### **Personal Attributes**

- Highly resilient, emotionally intelligent, and calm under pressure, with strong professional judgement.
- Excellent communication and interpersonal skills.
- Strong organisational skills with the ability to manage competing demands in a fast-paced environment.
- Values-driven, with a deep commitment to inclusion, equity, safeguarding, and high expectations for all students.

### **Desirable Criteria**

- Relevant professional qualification at Level 4 or 5 (e.g., leadership, education, pastoral, youth work, behaviour, inclusion, or management).
- Experience working in a school with high behavioural or attendance needs, or in a diverse or disadvantaged community.
- Experience contributing to whole-school improvement planning or trust-wide initiatives.
- Knowledge of current research and best practice relating to behaviour, attendance, belonging, and adolescent development.
- Experience working in partnership with external agencies to support students and families.

# Kingsbury Green Academy

**Thank you for visiting our employer profile. We hope you'll enjoy learning more about the excellent opportunities for teaching at Kingsbury Green Academy and living in the nearby area.**

Kingsbury Green Academy, which is part of the successful Ascend Learning Trust, opened its doors for the first time on the 5th of September 2019.

We are an ambitious, forward thinking 11-18 Academy situated in a beautiful location on the outskirts of Calne in Wiltshire.

## **Our Facilities**

The school has superb facilities which include: 13 Science Labs, a Design and Technology complex, digital media centre and the latest computer-aided design and ICT facilities. Sport is important at Kingsbury Green and we enjoy a sports hall, gymnasium, tennis courts and 33 acres of sports fields, as well as the use of the neighbouring 'Calne Community Campus'.

The Arts are supported with Art and Design studios, a photography dark room and processing facilities, fully equipped Drama studios and three purpose-built music rooms with practice rooms for instrumental tuition.

We also have a cafeteria with outdoor covered eating area, gardens, an on-site nursery (babies to pre-school) and a purpose-built Sixth Form Centre.

## **Our Location**

Our Campus is set on the edge of town, with views across the beautiful rolling Wiltshire countryside. Calne offers a great rural quality of life but is not far from other nearby towns and the M4, giving easy access to Bristol and to the South West. Wiltshire is home to the World Heritage Site of Stonehenge and boasts many other sites of historical interest.

Calne is some 19 miles east of Bath, 6 miles east of Chippenham, 13 miles west of Marlborough and 16 miles south west of Swindon. We welcome visits to the school for prospective candidates.

***Achieving Excellence Together***



# Ascend Learning Trust

Welcome to Ascend Learning Trust, where we pride ourselves on our core motto 'Together we Belong, Believe, Become'.

As a community of schools we strive to achieve this through our relentless commitment to our values of 'Compassion, Aspiration, Respect, Dedication and Integrity' for all of our students, with the potential of every individual within our community valued.

## Compassion

To always show kindness, inclusivity and empathy to each other and to encourage others to behave this way. To care for those around you and to consider the needs of all.

## Aspiration

To 'dream big' and to set your goals with no limits. You work hard towards your goals and follow your dreams and always believe that anything is possible.

## Respect

To treat everyone as you would always wish to be treated in both words and actions. This means listening to others, appreciating differences, showing kindness and always being considerate.

## Dedication

Always try your very best to commit to and achieve all of your goals and never give up even when things are tough. Face challenges courageously and keep focused on your goals.

## Integrity

Holding true to what you believe in and act in a way that shows this. Always be honest and if you are in the wrong accept feedback and apologise.

Our vision at Ascend Learning Trust is to create a sense of belonging for everyone. All our young people receive a holistic world-class education regardless of where they come from or their life challenges. They will leave their Ascend community with outcomes that opens doors to a fulfilling and successful future.



# HOW TO APPLY

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Please note CVs will not be accepted. You must complete the application in full giving details of all employment, training, and gaps in employment since leaving school.

Please ensure the closing date for applications is met, we cannot be held responsible for lost or late applications. Due to the large number of applications is it not always possible to respond to each application but we aim to respond within two weeks of the vacancy closing date.

**If you would like to arrange a visit to the school, or for more information about applying, please contact the recruitment team on 01793 781485.**

**Applications should be submitted directly via MyNewTerm, you can access our careers page using the following link:**

**[Kingsbury Green Academy MyNewTerm](#)**

**mynewterm**