

Application Support Pack

September 2026



Welcome from The Executive Headteacher

Thank you for your interest in this exciting opportunity at Bracken Hill School.

Bracken Hill is a special school located in Kirkby-in-Ashfield, catering for pupils aged 4–18 with a wide range of learning needs. We are committed to creating a nurturing, inclusive environment where every child feels safe, valued and empowered to achieve their full potential. Central to our ethos is a culture of respect, kindness and belonging, where diversity is celebrated and every individual is supported to thrive.



At Bracken Hill, safeguarding is at the heart of everything we do. We are committed to promoting the welfare, safety and wellbeing of all our pupils and expect every member of staff to share this commitment. Our staff play a vital role in creating a culture where children feel secure, listened to and protected, enabling them to develop confidence, independence and a love of learning.

As Executive Headteacher, I am incredibly proud of the dedication, compassion and professionalism demonstrated by our staff. Every day, colleagues work collaboratively to understand and respond to the individual needs of our pupils, ensuring that they are supported academically, socially and emotionally. The relationships developed between staff, pupils and families are a key strength of our school and underpin the positive outcomes our pupils achieve.

We are seeking applications from individuals who share our passion for making a meaningful difference to the lives of children and young people with additional needs. The successful candidate will bring not only the appropriate skills and experience, but also resilience, creativity, initiative and a strong commitment to safeguarding and promoting the welfare of children.

If you feel that you have the qualities, values and enthusiasm to contribute positively to our school community, we would be delighted to hear from you.

I encourage you to read the application pack carefully to gain a deeper understanding of the role and the opportunities available at Bracken Hill. If you would like to gain a greater insight into school life, we warmly welcome visits. Please contact the school office on **01623 477268** to arrange a visit.

Thank you for considering a career with Bracken Hill School. I wish you every success with your application and look forward to receiving it.

Yours faithfully,

Gareth Allen

Executive Headteacher

Welcome from The Head of School

As Head of School, I have the privilege of seeing every day the difference that dedicated and skilled professionals make to the lives of our children and young people. Bracken Hill is a school where relationships are at the heart of everything we do. We believe that every pupil deserves to be understood, valued and supported to achieve their very best, whatever their individual starting point.

Our pupils inspire us daily with their resilience, individuality and achievements. In return, we are committed to providing a nurturing, ambitious and inclusive environment where they can develop confidence, independence, and a lifelong love of learning. We celebrate each pupil's unique strengths and work closely with families and professionals to ensure that every learner is given the opportunity to thrive.



Safeguarding is at the centre of everything we do at Bracken Hill School. The safety, wellbeing and welfare of our pupils are our highest priorities and underpin every decision we make. We recognise that many of our children and young people can be particularly vulnerable and may require additional support, understanding and advocacy. As a result, we have created a culture where safeguarding is everyone's responsibility, where concerns are acted upon promptly, and where children are encouraged to feel safe, respected and heard. We are seeking colleagues who share our unwavering commitment to protecting children, upholding the highest professional standards, and contributing to a strong safeguarding culture that enables every pupil to flourish.

This work is only possible because of the exceptional staff who work collaboratively each day to support our pupils and each other. We are proud to be a welcoming and supportive school community where teamwork, professional development, wellbeing and mutual respect are highly valued. We believe that when staff feel supported and empowered, they are best placed to deliver exceptional outcomes for our young people. We are looking for people who share our values and who are passionate about making a positive difference. Whether you are an experienced professional or looking to develop your career within special education, we want colleagues who bring enthusiasm, resilience, flexibility and a genuine commitment to helping young people succeed.

If you are excited by the opportunity to contribute to our school and become part of our dedicated team, I encourage you to submit an application. I would also warmly welcome the opportunity to show you around our school so that you can experience first-hand what makes Bracken Hill such a special place to learn and work. Thank you for considering a career with us. I look forward to receiving your application and wish you every success.

Yours sincerely,

Richard Jackson
Head of School

Welcome from the Chief Executive Officer

Dear Applicant,

Thank you for your interest in joining Esteem Multi-Academy Trust. You are considering Esteem at an important point in our journey.

Over recent years, the Trust has focused deliberately on strengthening its foundations:

- Clearer systems.
- Stronger processes.
- Greater consistency.
- A sharper strategic direction.



This work matters.

It allows our schools to focus on what matters most: High-quality provision for children and young people with complex needs. Support for the staff who work with them every day. Esteem is a values-led organisation, but we are also ambitious and disciplined.

We are building a Trust that is:

- Strategically clear about what we exist to do
- Operationally strong and financially responsible
- Supportive of professional growth and collaboration
- Confident in its voice across SEND and Alternative Provision

We believe good systems should enable people, not constrain them. We believe strong leadership is built on trust, clarity and accountability. We believe improvement is sustained when people feel supported and challenged in equal measure.

If you join Esteem, you will be part of a Trust that is still evolving. A Trust that reflects, learns and adapts. A Trust that invests in its people and expects high standards in return. We are always keen to hear from people who share our values, bring fresh thinking, and want to contribute to something purposeful and meaningful.

I wish you well in your application and thank you for taking the time to consider Esteem.

Karen Hayes

Chief Executive Officer

About Esteem Multi-Academy Trust

Esteem MAT was formed in 2018 and now consists of fourteen academies from the East and West Midlands. Many of our pupils have special educational needs and/or disabilities or are disadvantaged. Therefore, inclusion is our watchword, and our vision is for Esteem to be a learning community of excellence for SEND and alternative provision in the Midlands. However, we want mainstream schools to join us too as they have many pupils with SEND or who are disadvantaged. We want all our pupils to achieve their full potential whatever type of school they attend.

Our vision is to be a Trust that:

- Leads and supports our academies to provide the highest standards of education and development for all our pupils
- Enables academies with a shared sense of purpose to benefit from alignment whilst maintaining individuality
- Provides a strong, collective voice for our academies at a local and national level
- Delivers support and SEND expertise to our academies and to other schools and local authorities
- Our vision will be delivered via our three core strategic aims. Everything we do should be ultimately focused on doing these three things well:

We will provide an ambitious, inspirational, bespoke education, setting the foundation for the future and ensuring our young people are ready for the world.

We will deliver high standards and value for money from our support services, resources, estate and technology.

We will invest in and support our people, exploiting opportunities for collaborative, continual professional development, sharing of expertise and best practice.

Our people are our most valuable resource. We invest in them by providing high quality specialist training, opportunities to collaborate and develop their careers within Esteem.

We greatly value each school's unique identity, which reflect the diverse needs of the pupils. It is also important to us that our pupils feel they belong to their school community. This is why we believe that our schools need strong leaders and governors who understand their local context. Being part of a family of schools in a trust brings the added benefits of support and collaboration.

Our Academies



Why work with Esteem?

Pension Scheme



Local Government Pension Scheme
/ Teachers Pension Scheme

Holiday



Generous holiday entitlement

GP Line



Access a GP quickly via phone

Discounts



Retail, Gym, and destination
discounts (and much more!)
through our benefit partner
Westfield Rewards!

Cash Back



Get cash back on opticians,
dental treatments,
prescription charges,
alternative therapies and
private consultations.

Support & Advice



Access our Employee Assistance
Programme for 24/7 guidance,
advice and wellbeing support. You
can also make use of our network
of Wellbeing Champions

Financial Wellbeing



Access to our Financial Wellbeing
Partner, MyMoneyMatters –
including a Free basic will, financial
advice and learning library.

CPD



Access to The National College
CPD Platform, Apprenticeship
programmes and qualifications.
The Esteem EPIC Hub, our
professional learning offer.

Maternity Support



Enhanced Maternity Pay

In addition to all this, get access to
many more benefits as an Education!

Safeguarding

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers, agency staff and anyone working on behalf of the Trust to share this commitment.

Safeguarding is everyone's responsibility and all adults within the Trust have a duty to protect children from harm and promote their welfare. The Trust is committed to creating and maintaining a safe culture where pupils are protected from abuse, harm and exploitation and where unsuitable individuals are prevented from working with children and young people.

The welfare of every child is paramount. We recognise that some children may be particularly vulnerable, including children with special educational needs and disabilities, children experiencing adversity and children who may have experienced trauma, abuse or neglect. We are committed to taking a child-centred and trauma-informed approach to support all pupils across our academies.

The Trust pays full regard to the current statutory guidance set out in 'Keeping Children Safe in Education' (KCSIE) and all safer recruitment requirements. As part of our robust recruitment and selection procedures, we carry out thorough pre-employment checks on all shortlisted and successful applicants. These checks include, but are not limited to:

- Verification of identity;
- Enhanced Disclosure and Barring Service (DBS) checks, including barred list checks where appropriate;
- Verification of academic and professional qualifications;
- Obtaining references, including questions relating to suitability to work with children;
- Checking full employment history and exploring any gaps in employment;
- Online searches in line with KCSIE requirements;
- Prohibition from teaching checks and Section 128 checks where applicable;
- Verification of the candidate's right to work in the UK and medical fitness for the role.

The successful candidate will be required to undertake all relevant pre-employment checks satisfactory to the Trust. This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore applicants are required to declare all cautions and convictions, including those regarded as spent, unless protected under current legislation.

The Trust takes any safeguarding concerns or allegations relating to the safety and welfare of children extremely seriously. If you are currently working with children, either in a paid or voluntary capacity, your current employer will be asked about disciplinary offences relating to children and young people, including those which are time expired, and whether you have been the subject of any child protection concerns or allegations and the outcome of any investigation or disciplinary proceedings. Where previous roles have involved work with children, these matters may also be explored with former employers.

Esteem Multi-Academy Trust's [Safeguarding Policy](#) applies to all adults, including volunteers and agency staff, working in or on behalf of the MAT. We are committed to equality of opportunity and welcome applications from all suitably qualified candidates. The possession of a criminal record will not necessarily prevent appointment and will be considered on a case-by-case basis in line with the nature of the role and the relevant circumstances.

Application Process and Timeline

Applications are completed online via MyNewTerm via the Esteem MAT [Website](#). After the closing date, shortlisting will be conducted by a panel who will score your application against the person specification, so please ensure that you read the Job Description and Person Specification carefully before you complete your application form. Your completed application form and supporting statement should address and evidence the essential and desired criteria in the Person Specification. All candidates invited to the interview and assessment day must bring the following:

- Documentary evidence for your right to work in the UK
- Documentary evidence of identity which meets the DBS requirements i.e. current photocard driving licence including a photograph and/or a passport and/or a full birth certificate
- Documentary proof of current name and address i.e. utility bill, financial statement etc.
- Where appropriate, documentation evidencing a name change
- Educational or professional qualifications that are essential or necessary for relevant for the post

If you are not the successful candidate, all your personal information will be destroyed, in a secure way, in line with General Data Protection Regulations (GDPR May 2018) guidelines.