



ADVANTAGE
SCHOOLS



BEDFORD
FREE SCHOOL

WHY WORK FOR US?

ABOUT ADVANTAGE SCHOOLS

At Advantage Schools, we aim to provide all children with the highest quality of teaching of an excellent curriculum, which enables them to become highly educated and active participants of society.

You'll be working alongside an expert team of colleagues within a forward thinking, collaborative and supportive trust.

We provide sector-leading professional development offer and extensive networking opportunities, and excellent opportunities to develop and grow in a successful and expanding trust.

ABOUT THE ROLE AND YOUR APPLICATION

This post would suit a highly motivated individual whose values are aligned with ours. You need to want this school to be the best, full stop.

You will be well supported in developing your competencies as a valued member of our team and you'll be working alongside a smart group of friendly and supportive colleagues in order to achieve our ambitions collectively.

To apply, you should include a letter with your application form on no more than two sides of A4, giving your reasons to for applying for the post, addressing information you have read in the pack with particular reference to the person specification and outline any relevant experience you would bring to the trust. Please do not send a generic letter; we really are looking for someone who is prepared to respond to us as an individual trust. You can be sure we will take time and care in reading your letter; we appreciate how much energy goes into it.

Please read the information in this pack. If you are interested in this job opportunity, please apply online today via our career site on: www.advantageschools.co.uk/join-us/work-for-us

ABOUT BEDFORD FREE SCHOOL

Joining Bedford Free School is a fantastic opportunity to transform thousands of pupils' lives and the town of Bedford itself.

This is a truly career-defining opportunity to make a real difference in an incredible school with a national reputation for excellence. You will work closely with others to ensure Bedford Free School continues to be an excellent place for pupils to learn and for staff to work.



SAFEGUARDING

"The safeguarding and welfare of children is paramount and all our staff share this view. Applicants must be willing to undergo safeguarding and child protection checks including with past employers and the Disclosure and Barring Service.

INTEGRITY, AMBITION, EXCELLENCE

Welcome to Advantage Schools; a high-performing family of ten schools.

We unashamedly believe in high attainment. Our schools seek to transform the life-chances of the young people in our care. We do this through very high expectations – of behaviour and conduct, of hard work and of determination and perseverance – alongside the very best knowledge-based curriculum.

At Advantage Schools, we commit to ensuring that pupils will be able to learn in an environment that is free from disruption so that they can chase their dreams and fulfil the aspirations they share with parents and colleagues. A broad curriculum places pupils in a strong position to question and debate the world around them, making them intellectually resilient and prepares them for citizenship in a democratic society. We believe this is a right of all pupils and one which is empowering.

We also pride ourselves on the additional opportunities available to pupils outside of the classroom. Our extensive extra-curricular programmes include residentials, sports and music so that we develop well-rounded young people.

Our schools work together to provide teachers and support staff with the best possible training. In partnership with families, we work hard to ensure that pupils have the widest possible opportunities in their lives.

Our schools' doors are open in every sense:

- we are in the centre of our communities, inviting them in regularly and celebrating the richness of our local area and those we serve;
- we collaborate with other professionals and schools, sharing our work to benefit pupils across the country;
- we celebrate what we do while maintaining humility in accepting feedback so that we can continue to improve.

We run our schools in the best interests of the pupils, guided by our principle that *"it must be good enough for our own children or those that we care deeply about to be good enough for our pupils"*.

"Educating children, serving the community, achieving exceptional outcomes."

Stuart Lock
Chief Executive



MEET OUR LEADERSHIP

Dear Applicant,

Thank you for your interest in working at Bedford Free School. This is an exciting opportunity to join a very successful school. In the last three years the measure has been available, pupils achieved progress 8 scores of 0.9, 0.99 and 1.11, placing us amongst the top 40 to 50 schools in the country. Our last Ofsted report, in January 2025, reaffirmed that we are outstanding in all categories.

Our school values of Respect, Honesty and High Expectations drive what we do every single day to ensure that we give our students the best possible education. If you are able to visit, you will see an address on our values delivered to the whole school in the playground at the start of the day, extended time given to numeracy, literacy, knowledge quizzes and reading, silent, purposeful corridors and other carefully planned, consistently implemented routines, impeccable student behaviour in lessons and around school, and extra-curricular activities which every pupil takes part in.

We have no onerous marking policies, graded lesson observations or appraisal, written reports or requirements to submit lesson planning. We centralise detentions so that teachers aren't all chasing their own. Our leadership team are highly visible, supporting teachers and maintaining order.

We value curricular thought and subject expertise, believing that every pupil is entitled to learn the best and most life-changing knowledge human cultures have to offer, and are unashamedly ambitious about the fact that our pupils deserve us to work hard so that they achieve some of the very best outcomes in the country.

We also know that we don't have everything right yet and are committed to learning from expert professionals and other schools who are doing things better than we are.

In short, this a unique opportunity to join a successful school where teachers can get on and teach—and pupils can get on and learn—unhindered by unnecessary bureaucracy, poor behaviour, or low expectations, and contribute your expertise to our mission to be one of the very best schools in the country.

This role would suit someone who has fantastic subject knowledge and is committed to going the extra mile for pupils because they believe all of them are capable of achieving extraordinary things. We will provide support, access to incredible CPD and hence opportunities to progress in your career.

If you are a well-qualified expert looking to work with truly wonderful students and staff, I would encourage you to visit and see how we do things for yourself. We are situated in the heart of Bedford, just 30 minutes from London, and welcome visitors at any time during the school day.

Tom Wood, Principal



ABOUT BEDFORD FREE SCHOOL

“We believe that, given the right circumstances, all children are capable of extraordinary things.”

This is the belief that underpins everything we do at Bedford Free School: the very high expectations of behaviour and academic achievement we have of our pupils; the relationships we build with parents and families; the conversations our staff have about curriculum, teaching and pupil progress; and the way we structure the school day to maximise opportunity for all pupils, but particularly the most disadvantaged.

Bedford Free School is different

The culture of the school, underpinned by our values of **respect, honesty** and **high expectations**, is deliberately constructed and maintained every day by our dedicated and hard-working staff. We value routines and structure, and this leads to impeccable behaviour and an environment where teachers can teach, pupils can learn, and parents can be reassured that their children are safe and happy. For example, we begin each day with a morning address, where the whole school community comes together to reflect on our school values and what it means to “go the extra mile”. Pupils transition with pace and purpose around the building with their subject equipment in hand, so no pupil is late and no lesson time is wasted. Every pupil carries an ‘achievement card’ as a record of their success throughout the day, and with which teachers consistently and effectively implement our behaviour policy. We structure the school day with support for our families and pupils foremost in our minds. We have an extended school day from 8.25 to 4pm and have academic interventions and space for supervised quiet work until 5.30pm. Teachers run ‘electives’ during the school day every Wednesday, so every pupil can participate in enrichment clubs.

An academic, knowledge-rich curriculum

We offer an unashamedly academic and ambitious curriculum to every pupil, sharing with them knowledge which will change the way they see and live in the world, taught so that they remember it. Extra time every morning is dedicated to literacy and numeracy activities, and pupils have an additional half an hour of tutor-led group reading daily, and forty minutes of supervised prep time so they can start their homework or do independent study. We value teachers as experts in their subjects and ensure they are given time each week to discuss, plan and review their curriculum in departments. We ensure they are able to focus on these important things by avoiding unnecessary or burdensome tasks: lesson content is organised into booklets in most subjects, we do not expect books to be marked in a particular way, have no written reports, an extra week in the October half-term for planning and preparation, and detentions are run centrally by the senior leadership team.

A BEACON OF EXCELLENCE IN THE HEART OF BEDFORD



Other features of Bedford Free School:

- A culture of genuine warmth and positivity where pupils’ success is celebrated all the time.
- We “sweat the details” on things like uniform, equipment, habits of attention and politeness.
- An open-door classroom culture where peer-to-peer feedback and support is expected and valued.
- Excellent teaching is supported by a framework of approaches codified in ‘The Advantage Schools Playbook’.
- We speak to our pupils about their ‘climb up the mountain of success’, and almost all pupils actually climb a mountain when they visit Eryri in year 7.
- We have the overwhelming support of our parents who share our vision for educating their children.

PERFORMANCE TABLES

<https://www.compare-school-performance.service.gov.uk/school/138228/bedford-free-school/secondary>

OFSTED report <https://reports.ofsted.gov.uk/provider/23/138228>

VALUES



INTEGRITY, AMBITION, EXCELLENCE

We are a unique family of schools, sharing our practice and beliefs to enable young people to achieve the very highest standards.

At Advantage Schools, we provide exceptional opportunities for all to be knowledgeable with experiences that broaden horizons. We ensure our pupils and colleagues cultivate a strong self-belief so that they can flourish and develop into successful, well-rounded, self-respecting people.

Our commitment to this vision can be demonstrated by our values.

INTEGRITY

We provide a caring, nurturing environment where pupils and young adults feel happy, healthy and supported. With integrity at the heart of our values, our schools are safe and supportive environments where pupils develop courage, nurture strong ambition, and strive to be their very best.

We act honestly and transparently, advocating for pupils even when this is difficult.

Guided by our commitment to integrity, we absolutely invest in the growth of all our colleagues through high-quality recruitment and retention, providing excellent opportunities for clear and dynamic career progression.

AMBITION

We provide exceptional lessons enabling our pupils to be highly successful.

We share the most impactful approaches to teaching, curriculum and assessment, ensuring an interesting, inclusive and challenging education is on offer in each of our schools.

Our aim is to guarantee excellent 2-19 provision, with clear progression routes for all. You can expect excellent behaviour and conduct at all times, allowing all to make progress and achieve.

EXCELLENCE

We enable all of our pupils to develop and flourish, through close working and regular communication with our families and local community.

Our cross-trust focus is to ensure children are supported to meet ambitious targets and to provide exciting opportunities both inside and outside of the classroom.

STAFF BENEFITS

We offer a fantastic range of benefits across our trust, supporting our staff in a variety of ways. From an extensive **Wellbeing package**, you can be reassured that we have your best interests at heart.



Whole trust training events



Free eye test vouchers



Refer a friend £500 bonus scheme



Staff recognition with reward shopping vouchers



Enhanced pension employer's contribution & death in service payment



We are in the process of a big benefit review. Watch this space!



Support for all staff with an experienced licensed counsellor



Cycle to work scheme

EDUCATIONAL PARTNERSHIPS



CAREER PROGRESSION

At Advantage Schools, we are committed to helping every colleague grow, thrive, and achieve their full potential. Supporting career progression is at the heart of what we do.

To empower our staff, we provide fully funded opportunities to study for NPQs, along with tailored middle leader training for eligible colleagues.

Additionally, we offer a wide range of CPD training through various partnerships and platforms, giving all staff access to an extensive selection of professional development courses.

Join us and take your career to the next level with our exceptional development opportunities!



All colleagues have access to Perkbox, our Employee Benefits Programme, offering them a huge range of perks from vouchers, hot drinks, cinema tickets, gym classes and so much more. It also offers a substantial **wellbeing package**.



MEDICAL

Perkbox also provides 24/7 access to GP appointments, confidential support and guidance through the Employee Assistance Programme.

Colleagues have access to a team of fully qualified counsellors and advisors, with support for a range of emotional, legal and financial issues, along with a wellbeing portal, full of resources and videos

RECRUITMENT BOOKLET



BEDFORD
FREE SCHOOL



SEE MORE AT

WWW.ADVANTAGESCHOOLS.CO.UK



Learning Mentor

We are looking to recruit an outstanding and committed Learning Mentor to join our wonderful school that believes young people deserve the very best quality of education. We are seeking someone with very high expectations who loves working with young people and is ambitious to see them achieve. The ideal candidate will be a resilient team player with a can-do attitude, will be flexible, organised and able to use their own initiative and problem-solve.

This is an exciting opportunity to join a committed, friendly and professional team providing a transformational quality of education to the pupils in our thriving school. At Bedford Free School, our values of Integrity, Ambition, and Excellence, underpinned by very high expectations, drive everything that we do. We have a powerful culture which is warm but strict, based on clear routines, systems, and structures. As a result, our staff enjoy their roles with impeccable behaviour in lessons and hardworking, highly motivated pupils.

Joining Bedford Free School as a Learning Mentor is a fantastic opportunity to be part of our story – providing transformational experiences for thousands of pupils, developing our staff to be the very best they can be, and influencing the wider system by demonstrating first-hand what is achievable.

Our trust is known for its 'no excuses, can-do' culture that seeks to prepare all its pupils to have the opportunity of a pathway to university. If you are passionate about helping all pupils, regardless of background, to achieve this, then this could be the role for you.

KEY DUTIES

- To be responsible for providing one-to-one or group or class support to pupils with barriers to learning and SEND.
- To carry out innovative & effective intervention programmes under the leadership of the SENDCo and in line with Bedford Free School's ethos of high expectations.
- To be responsible for effective administration duties where necessary.

The successful candidate will have

- Experience working in an educational setting.
- Experience of working with children with SEND and EAL, supporting children 1:1 or small groups.
- At least C grade or equivalent in English and Maths GCSE. and Level 3 qualification.
- Excellent communication and interpersonal skills, with the ability to build positive relationships with students, staff, and parents.
- Proactive and flexible approach to work, with the ability to adapt to different situations and challenges.
- Empathy, patience, and a genuine passion for working with children and young people.
- Ability to deal with challenging behaviours and able to motivate and encourage pupils.
- Strong organisational skills with the ability to multitask and prioritize effectively.
- Thorough knowledge and understanding of safeguarding.

JOB SPECIFICS

Start date: asap

Salary: AS 5-7 FTE £25,893-£26,712 actual pro rata £22,470-£23,180 (dependent on experience)

Job role: Fixed term 1year, Full time, Term time + 5 INSET days, 39 weeks per year

Working Hours: 37 hours per week, Mon-Thu 8.15am-4.15pm and Fri 8:15am- 3.45pm

The Trust reserves the right to interview and appoint a suitable candidate before the deadline date.



JOB DESCRIPTION

Job Title: Learning Mentor

Responsible to: Assistant Principal

Overall responsibilities:

To be responsible for providing one-to-one or group or class support to pupils with barriers to learning and SEND.

To carry out innovative & effective intervention programmes under the leadership of the SENDCo and in line with Bedford School's ethos of high expectations

To be responsible for effective administration duties where necessary

Main Duties:

1. To assist the SEN and Pastoral teams in creating, administrating and overseeing programmes of support with regards to raising attainment for all pupils including those with SEND
2. To provide pupil support needs including, arranging for literacy and numeracy or lesson support as determined by the SENDCo and classroom teachers.
3. To provide pupil support to a group of pupils or on a one-to-one basis for an appropriate number of hours a week – (decided on an individual basis for each pupil).
4. Supporting pupils during the planned and unplanned absences of teachers by covering lessons as required.
5. To lead and/or attend regular meetings including on parent evenings to provide information for review and evaluation purposes – with for example, colleagues, families and external agencies
6. To maintain appropriate records as required by the school
7. To develop and monitor 'Pupil Learning Passports' or the equivalent in liaison with SENDCo.
8. To maintain and update resources
9. To ensure classroom environments and resources are maintained to a high standard to support safe and stimulating learning
10. To organise pupil inductions where necessary (usually for any pupils with SEND) in liaison with SLT, SEN or Pastoral team
11. To participate proactively in marketing and promotion activities e.g. Open Evenings/Days
12. To provide personal care to pupils and their families as required
13. To be responsible for promoting and safeguarding the welfare of children and young people in line with the area and school policies and procedures.



14. To analyse data proactively to identify proposed development actions for individual pupils to maximise achievement.

15. To support the Assistant Principal, SENDCo or Pastoral team in ensuring the smooth running of the external and internal examinations

16. To develop our pupils into becoming responsible, mature and aspirational young adults

Safeguarding

17. To be responsible for promoting and safeguarding the welfare of pupils and for raising any concerns in line with School procedures.

Equality and Diversity

18. To be responsible for promoting equality and diversity in line with School policies and procedures. Health and Safety

19. To be responsible for following health and safety requirements in line with school policies and procedures.

Training and development

20. To participate proactively in training and development including qualification development required in the job role. Other responsibilities

21. To undertake as required other duties and responsibilities relevant to the job as directed by the Assistant Principal



Person Specification

Job title: Learning Mentor

	Essential	Desirable
Qualifications / Training	<ul style="list-style-type: none"> English and Maths or similar at GCSE grade A-C or equivalent 	<ul style="list-style-type: none"> Graduate or recent training in one or more of the following <ol style="list-style-type: none"> Data analysis Resource management Pupil Behaviour management First Aid Certificate Equality and Diversity training ECDL or ITQ Level 2 or equivalent Level 3 Qualifications Safeguarding training
Knowledge/ Experience	<ul style="list-style-type: none"> Experience of providing support to individuals in an educational or care setting 	<ul style="list-style-type: none"> Experience of data input/monitoring Evidence of high performance in previous roles/ jobs Experience of working effectively with people from diverse backgrounds Experience of working constructively to achieve team objectives and deadlines Confident IT user Experience of teaching or coaching young learners An understanding how to promote equality and diversity within the job role Experience of tutoring/mentoring others Experience of working with pupils with learning difficulties and/ or disabilities
Skills/Abilities		<ul style="list-style-type: none"> Ability to analyse and present complex data Ability to deal with challenging behaviours and motivate and encourage pupils Ability to consistently demonstrate high levels of job performance Good organisational and time management skills Good administrative skills, with the ability to maintain accurate, up to date records Ability to work on own initiative and as part of a team Ability to make a positive contribution to the team, valuing and respecting others' expertise and contribution Ability to consistently support a high-quality learning experience for all pupils



		<p>and create a welcoming and supportive environment for pupils</p> <ul style="list-style-type: none">• Ability to promote the School's reputation and carry out the school's business appropriately and professionally at all times• Ability to communicate effectively and confidently face to face, on the telephone and in writing
Special Requirements		<ul style="list-style-type: none">• Ability to form and maintain appropriate relationships and personal boundaries with children and young people• A willingness to undertake relevant and appropriate staff development• Flexible approach to work and working times• Awareness of health and safety requirements relevant to the job• Responsibility for promoting and safeguarding the welfare of all pupils