

**HALL GREEN SCHOOL
(AN ACADEMY)
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***'Learning with Compassion, Ambition,
Responsibility and Excellence'***

ATTENDANCE ASSISTANT

Candidate Information



Hall Green School An Academy

Dear Applicant,

Thank you for the interest you have shown in the post of Attendance Assistant at Hall Green School.

At Hall Green School we are proud of our track record of combining high academic standards and successful outcomes for all pupils with a warm and caring atmosphere. We are a school that serves its local area, a true comprehensive that reflects the diversity and the richness of the community. As a fully accessible mainstream school, Hall Green has inclusion and diversity at the heart of all that it does. Our values are encapsulated in the school mission statement, 'Learning with Compassion, Ambition, Responsibility and Excellence.'

Hall Green School is a fantastic community and one we are all very proud to be part of:

- Our staff are exceedingly positive and you will experience a family of support, and a team ready and willing to work with you from day one.
- Our pupils are exceptional ambassadors, keen to learn and lead, responding positively to our high behaviour expectations.
- Our governors are fully committed to the development of the school and give generously of their time to support the senior leadership team.

We are committed to supporting staff wellbeing in a variety of ways and the good working relationships within the staff body, and between staff and pupils, is why many colleagues have chosen to stay with us for the long term. We are also strong at supporting staff career development and colleagues are successful in securing promotions at all levels.

Although we achieve excellent results year on year and are heavily over-subscribed, we are not complacent. We know there is always more to do.

The school has recently formed a new multi-academy trust with two local high-performing secondary schools. The West Midlands Academy Trust (WMAT) opened in January 2025 with Hall Green, Kings Norton Girls' and Swanshurst Schools as founding members. The Trust's mission is integral to the collaboration:

- Relentless focus upon delivering an excellent Quality of Education, resulting in strong progress and attainment for all groups of pupils.
- Emphasis upon personal development and well-being for staff and pupils.

In terms of applying;

Please complete the standard application form which includes information outlining your **suitability for the post**, using the person specification and job description as your guide. In this section we are seeking **evidence** that you have the necessary **knowledge, skills and experience** for the role of Attendance Assistant. I am particularly interested for you to demonstrate the **impact of your work** in your current school.

The closing date for receipt of applications will be 9.00 am on Tuesday 14 April 2026.

I very much look forward to receiving your application and wish you well in this process.

Yours faithfully

A handwritten signature in black ink, appearing to read 'K Slater', written in a cursive style.

Miss K Slater
Headteacher

Attendance Assistant - Further Information for Candidates

Hall Green is a fully comprehensive, high-performing 11-16 school where learners of all abilities thrive and achieve. We continually seek to build on the successes of the past and adapt to the needs of the future. Our vision for the future, and the way we work, day to day, is based on strong foundations. Hall Green School is a popular, vibrant and successful school with a track record of high standards and excellent outcomes for pupils of all backgrounds and abilities. The diversity of the school population enriches the lives of all the community and has earned the school an enviable reputation for inclusion.

We have over 900 pupils on roll, with over 40% receiving additional Pupil Premium funding. We are a Fully Accessible Mainstream School with a long tradition of catering for physically disabled children who are fully integrated into mainstream education. We are heavily oversubscribed in every year group: typically we have hundreds of pupils on our waiting lists.

We place great emphasis on pupils achieving excellent qualifications but value equally the development of high quality personal and social skills, enabling pupils to be respectful, engaged, and happy citizens. This focus on the holistic development of each and every pupil is central to everything we do and based on our CARE values. In our recent Ofsted inspection, it was recognised that “Pupils live up to the school’s values of ‘learning with compassion, ambition, responsibility and excellence’. Pupils behave well and have positive attitudes to their work.”

Staff work hard to create the optimum learning environment for pupils: “Pupils enjoy their learning and feel safe” (Ofsted 2025). As a result, our pupils continue to thrive and achieve at very high levels. In 2024, our pupils again achieved a positive Progress 8 score (+0.08) and we had our best ever pass rate for pupils gaining a grade 5 or better in both English and Maths of 45.1%. Every year, our hardest working pupils have individual Progress 8 scores of +3 and +4, which is an incredible achievement.

In a typical year, in excess of 99% of pupils continue in education, beyond the age of 16.

These achievements come about because we live and breathe our values every single day. We strive to develop effective partnerships between parents/carers, staff, pupils, and governors; all are committed to pupil wellbeing and success. Staff work hard at Hall Green School and deeply care about pupils being the best that they can be.

I do hope that you’ll be interested in joining us; I am confident the welcome will be a warm one.

Staffing

Hall Green School benefits enormously from a very well-qualified, committed and loyal staff. Morale is high and relations are warm and harmonious. A teaching staff of 64 is well supported by a team of 54 non-teaching colleagues. Staff development and staff wellbeing support are central to achieving this with wide ranging strategies in place: “The school takes full account of staff workload and welfare.” (Ofsted 2025)

Finance

Hall Green School’s current budget is 6.3 million pounds. We are a financially stable school despite national pressures on school budgets at this time.

Pupil Outcomes

Hall Green School has a long track record of high attainment and achievement for all pupils. Our Progress 8 for 2024 is +0.08. Our pupils consistently perform above or in line with national averages pass rates for 9-4 and 9-5 English and Maths and we have a number of departments whose value added and attainment are identified as being significantly above average in the school's annual IDSR. In addition, we have received national recognition for our work on Pupil Premium strategies and been showcased by the Social Mobility Commission as a school that successfully closes gaps.

Over 95% of our pupils will go on to 6th Form College or School based Sixth Forms. Our NEET figures are always low and our careers provision is considered a strength of the school. Pupil conduct is also a strength reflected in low levels of exclusions.

The school is very well placed to maintain and build on these high standards, given significant developments in teaching and learning in recent years.

Ofsted

We were proud to achieve 'good' in all categories in our January 2025 inspection. Our latest report can be found [here](#).

Partnerships

The school thrived under its Arts specialism and availed itself of every opportunity to strengthen its partnerships. We are one of many schools and colleges in Birmingham's South Area Network, collaborating closely on curriculum planning, professional development, extra-curricular student opportunities and sharing panel arrangements. This group of schools have opened a free school based in King's Heath to cater for young people at risk of exclusion, called REACH. We are also a long-standing member of the King Edwards Consortium for Initial Teacher Training, and have links with Bishop Challoner Teaching School Alliance and University of Birmingham Teacher Training. We are an active member of the exceptionally strong South Network of schools. We seek positive collaborations at every opportunity to strengthen the work we do as well as the provision across the south of Birmingham.

Safeguarding

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.