



Recruitment Guide

Assistant Progress Leader

Location: King's Leadership Academy
Liverpool

Contract: Permanent, Term Time Only

Salary: £31,537–£33,699 FTE

Hours: 37 hours per week

Start Date: ASAP



WELCOME TO THE GREAT SCHOOLS TRUST

"Excellence is not a destination – it is who we are, every day."

Welcome to Great Schools Trust, where belief in every child's potential meets the daily habits that make success inevitable. In our schools, excellence is not left to chance. It is embedded through clear routines, ambitious teaching, compassionate leadership and a culture where character matters.



Our Mission:

To develop in every student the academic skills, intellectual habits, qualities of character, and leadership traits necessary to become a successful, healthy citizen in the global community.



Our Vision:

To build a family of outstanding academies where all students, irrespective of their starting points, flourish, are happy and achieve their full potential.



Our Values – ASPIRE

- Aspiration
- Self-awareness
- Professionalism
- Integrity
- Respect
- Endeavour

Our Pillars of Excellence:



People & Leadership –

Growing exceptional leaders who inspire, empower and deliver.



Character & Leadership –

Building resilience, integrity and aspiration through values-led education.



Educational Transformation –

Relentlessly improving teaching and learning for every child.



AI & Future Learning –

Harnessing innovation and technology to personalise and future-proof learning.



System Leadership –

Driving improvement across schools with trust-wide accountability and collaboration.



Educational Partnerships –

Working with families, communities and global partners to extend opportunity.

National Recognition:

- National Behaviour Hub Lead MAT
- Edurio Top 10 for Staff Satisfaction (2024)
- Most Improved MAT in the Northwest for Progress 8 (2023–24)
- Home to the IPCL: The Institute of People, Character & Leadership

WELCOME FROM THE CEO

Shane Ierston

Chief Executive Officer



At the Great Schools Trust, we hold a simple belief: teachers deserve the space, support and trust to do what they came into this profession to do. To inspire young minds and to shape the future with hope and purpose.

This year has reminded us of the extraordinary things that happen when we work together with shared belief and a deep commitment to helping every child flourish. Innovation has been at the heart of this, especially our new AI-powered assessment platform, which is now rolling out across the Trust. It is already saving teachers hundreds of hours each year. That is not just a technological achievement. It is time genuinely returned to you.

Less pressure, fewer late nights and more energy for the work that truly matters.

No teacher enters this profession expecting to battle endless admin. They choose this path because they care. Our responsibility, as a Trust, is to make sure you can keep doing what you love, supported, valued and encouraged every step of the way.

Over the past year, we have continued to build a culture where people feel heard, respected and safe to grow. Our recent Edurio survey placed us in the top ten trusts nationally for staff wellbeing and organisational values. This reflects the warm relationships, thoughtful leadership and collective purpose that define our community. It also speaks to the consistency across our family of schools. All our academies are judged Ofsted Good or higher, something we are proud of because it represents the everyday dedication of our staff.

As our people thrive, so do our students. Across our academies, we are seeing outcomes that challenge expectations and transform futures.

With 70 percent of students entering the English Baccalaureate and several schools closing the Progress 8 gap between disadvantaged and non-disadvantaged students, our belief in social mobility is more than a vision. It is becoming a reality.

If you are considering joining us, we would love you to know this: you are not just stepping into a job. You are joining a community. A community that invests in you, trusts you and stands beside you. You will be welcomed into a family that celebrates your strengths, supports your growth and believes in the difference you can make.

Credo, Credimus:
"I believe, we believe."

We believe in every child.
We believe in every member of staff.
And we believe in what we can achieve together.

Shane Ierston, CEO

Shane Ierston



WELCOME FROM THE PRINCIPAL

Scott Cordon
Principal of Liverpool



Since taking up the post of Principal at Easter 2023, it has been a privilege to lead King's Leadership Academy Liverpool through a period of rapid and meaningful transformation. Our school has gone from strength to strength, with notable improvements in student achievement, behaviour, attendance, and wider enrichment. We are a school on the rise, and the momentum is unmistakable.

King's Liverpool is a school of ambition, built on the foundations of belief. As a non-selective academy delivering a grammar-style education, we combine academic rigour with deeply held values. Our students are expected to aim high, work hard and conduct themselves with integrity, and we are proud to say they do.

Our vision is simple yet powerful: to develop in every student the academic skills, intellectual habits, strength of character, and

leadership qualities to succeed at the highest levels. We want our students not just to do well in exams, but to flourish as confident, responsible citizens in tomorrow's world.

This belief is captured in our motto, *Credimus*—we believe. We believe every child can succeed, regardless of background. We believe great teaching changes lives. And we believe it is the role of every adult in the academy to turn that belief into reality, every single day.

Since Easter 2023, we have seen:

- Strong improvements in attendance and punctuality.
- A significant uplift in student outcomes and effort across all year groups.
- More students than ever are involved in leadership programmes, enrichment, and cultural capital experiences.
- Exceptional engagement with our Aspire values—Achievement, Self-Awareness, Professionalism, Integrity, Respect and Endeavour.
- A growing reputation across the city for high standards and high support.

At the heart of our success is a rigorous, ambitious curriculum and an extended school day designed to close gaps, broaden horizons, and challenge all learners to aim higher. Our House system ensures every

student feels known and valued, while our character and leadership programmes—RAF Cadets, DofE, university visits, cultural events—equip students with the skills and experiences to thrive in life beyond school.

What truly distinguishes King's Liverpool, though, is our people. We recruit professionals who believe in discipline with warmth, who balance ambition with compassion, and who hold every student to the highest standard without excuse. In return, we invest in our staff: weekly CPD, access to national qualifications, leadership development, and clear routes to progression. If you are serious about growing your career and transforming lives, this is a school where you can do it.

We are building something exceptional. And if that excites you, I warmly encourage you to come and visit us.

To arrange a visit, please contact:
admin@kingsliverpool.com
We would be delighted to welcome you.

Kind Regards,
Scott Cordon



KING'S LEADERSHIP
ACADEMY LIVERPOOL

King's Liverpool. The place to be

School Moving Fast and Getting Results

- One of the most improved schools nationally, with rapid gains in attendance, behaviour and outcomes since Easter 2023.
- A growing community of 950+ students, driven by clear routines, high expectations and consistency.
- A leadership team that acts quickly, backs staff and focuses relentlessly on impact.

Academic Excellence Without Barriers

- A grammar-style curriculum that is unapologetically ambitious, without selection.
- An extended school day used purposefully: targeted intervention, structured enrichment and no wasted time.
- Knowledge-rich teaching, explicit instruction and a culture where learning comes first.

Behaviour That Protects Learning

- Calm, disciplined classrooms built on clarity, consistency and follow-through.
- High standards upheld daily, so teachers can teach, not firefight.
- Warmth and care alongside structure: students feel safe, known and challenged.

Character and Leadership, Not Bolt-Ons

- ASPIRE values lived daily, not laminated on walls.
- RAF Cadets, Duke of Edinburgh, university visits and cultural capital woven into the curriculum.
- We develop students who can lead themselves and others, whatever their starting point.

A Place to Build a Serious Career

- Weekly, high-quality CPD focused on classroom practice.
- Funded NPQs, leadership pathways and real development opportunities.
- Clear progression routes and secondments across the Trust.
- A culture where staff are trusted, coached and developed. Not micromanaged.

Why People Stay

- Purposeful leadership, visible every day.
- High standards matched with genuine support.
- A shared belief: every child can succeed and every adult can keep improving.



Staff Benefits & Wellbeing

At our Trust, we are committed to creating an exceptional working environment where staff feel valued, supported and empowered to thrive. We believe that investing in our people is the foundation of outstanding education.

A Trust That Prioritises Staff Wellbeing

- A culture where staff wellbeing underpins decision-making
- Strong pastoral support and leadership that genuinely listens
- A collaborative, family-oriented environment across all academies

Professional Benefits & Career Development

- Highly competitive salaries that reward excellence
- Access to CredimusAI, saving significant time and reducing workload
- A personal device for all teaching staff to support professional practice
- Weekly leadership link meetings to support development and progression
- Clear career pathways, with rapid promotion for the right candidates
- Trust-wide collaboration, sharing expertise and supporting other schools
- Strategic input into our new building, shaping facilities for future generations

Health, Wellbeing & Personal Support

- Benenden Health membership (optional £15.50 per month), with day-one access to:
 - 24/7 GP and mental health helplines
 - Specialist advice for adult care, neurodiversity and disability
 - Fast access to diagnostics, physiotherapy, mental health support and cancer advice
 - Support for tuberculosis and selected surgical procedures (subject to eligibility)
 - No medical checks, excess fees or age-related pricing
 - Option to add family members at additional cost
- BUPA Employee Assistance Programme (Trust-funded), providing:
 - Counselling and emotional wellbeing support
 - Legal, financial and family care advice
 - 24/7 confidential assistance
- Generous occupational sick pay, maternity/paternity provision and family-friendly policies

Financial, Lifestyle & Community Benefits

- Cycle to Work salary sacrifice scheme
- Membership of the Teachers' Pension Scheme or Local Government Pension Scheme
- Opportunities to engage with the local community through fundraising and charity work
- The chance to contribute to trust-wide culture, innovation and school improvement





About the Role

Location: King's Leadership Academy Liverpool

Contract: Permanent, Term Time Only

Reports to: Head of Year / Senior Leadership Team

Salary: Scale 6, SCP 18–22 £31,537–£33,699 FTE, starting at SCP 18.

Actual Salary: £26,612 – £28,436

Hours: 37 hours per week

Start Date: 21 September 2026 or ASAP

King's Leadership Academy Liverpool is a vibrant, diverse and ambitious school community, committed to ensuring that every student is successful and prepared to become a confident citizen of tomorrow's world.

We are seeking an ambitious, highly motivated and emotionally intelligent Assistant Progress Leader to join our pastoral team. Supporting the Head of Year, you will help ensure every student in Year 11 is known, supported and challenged to achieve their full potential.

Working closely with students, families, form tutors and colleagues, you will promote high standards of attendance, behaviour, wellbeing and attitudes to learning. You will be a visible and trusted adult who removes barriers and ensures students receive the right support at the right time.

Job Description

1) Pastoral Support & Mentoring

- Provide high-quality pastoral support and mentoring within the allocated year group.
- Support vulnerable, challenging and underachieving students to overcome barriers.
- Build strong, positive and professional relationships with students.
- Be a visible, consistent and trusted presence around the academy.

2) Attendance, Behaviour & Attitudes

- Promote high standards of attendance, punctuality, behaviour and attitudes to learning.
- Respond to behaviour, attendance and pastoral concerns calmly and consistently.
- Support student removal processes in line with academy policy.
- Help create a positive, aspirational and inclusive year-group culture.

3) Progress & Intervention

- Monitor students' progress towards academic and personal targets.
- Identify students requiring additional support and coordinate appropriate interventions or referrals.
- Work with the Head of Year, form tutors and teachers to secure positive outcomes.

4) Families & Stakeholders

- Work closely with parents, carers and stakeholders to support positive outcomes.
- Communicate sensitively and professionally about pastoral concerns.
- Collaborate with teaching and support staff so students receive timely, appropriate support.

5) Reflection & Reintegration

- Support the effective operation of reflection and referral rooms.
- Supervise students in designated spaces while maintaining high expectations.
- Support successful reintegration into lessons and promote positive behaviour choices.

6) Records, Rewards & Development

- Maintain accurate records of interventions, behaviour, attendance and pastoral support.
- Celebrate student success and contribute to a motivating rewards culture.
- Participate actively in relevant training, CPD and professional development.

7) Safeguarding & Professional Responsibilities

- Report and respond appropriately to safeguarding concerns.
- Follow statutory guidance, academy policies and professional boundaries.
- Carry out duties commensurate with the role as directed by the Principal or Senior Leadership Team.

Additional Information

The postholder must follow academy policies and the Staff Code of Conduct. This description outlines the general nature of the role and is not exhaustive. Duties may be reviewed in line with academy priorities.

Person Specification

Category	Essential	Desirable
Qualifications & Training	- GCSE English and Maths at Grade C/4 or above (or equivalent). - Understanding of safeguarding responsibilities and procedures within an education setting.	Training in restorative approaches, de-escalation strategies, or trauma-informed practice.
Experience	- Experience of working with young people in a range of settings and contexts. - Experience providing pastoral support, mentoring or guidance to young people. - Experience supporting students who experience barriers to learning, challenging behaviour or other pastoral difficulties.	- Experience working in alternative provision, offsite provision, or outreach support roles. - Experience supporting pupils with SEMH (Social, Emotional and Mental Health) needs. - Experience working with parents/carers to address attendance, behaviour or pastoral concerns.
Skills & Knowledge	- Strong communication and relationship-building skills. - Ability to build trusting and supportive relationships with young people and all stakeholders. - Knowledge of behaviour management and de-escalation strategies. - Ability to adapt approaches to suit individual needs. - Strong organisational skills and ability to maintain accurate records. - Ability to work effectively in a team.	- Ability to use attendance, behaviour and progress data to identify patterns and inform interventions. - Knowledge of strategies for supporting student wellbeing, resilience and positive attitudes to learning.
Personal Qualities	- Calm, patient and resilient under pressure. - Consistent and professional in maintaining high expectations and boundaries. - Fair, consistent and confident when dealing with challenging behaviour or difficult situations. - Positive and solution-focused, with a commitment to removing barriers to student success. - Flexible and adaptable to changing circumstances and priorities. - Collaborative and committed to making a positive contribution to the wider school and academy community. - Committed to safeguarding and promoting the welfare of children and young people.	-



How To Apply

Submit your application via [Our Website](#)

For an informal conversation about the role or to arrange a tour of our academy, please contact our Operations Manager, Rebecca Denobrega at r.denobrega@kingsliverpool.com or 0151 727 1387.

Appointment, Compliance & Safeguarding

Appointment, Terms & Compliance

This appointment is made by the Local Academy Council on behalf of the Great Schools Trust. The Job Description forms part of the contract of employment and may be reviewed as the role or organisational needs change, following consultation. The Trust will make reasonable adjustments to support applicants and employees with disabilities.

The Trust is a licensed Skilled Worker Visa sponsor and may offer sponsorship subject to eligibility and the requirements of the role.

Safeguarding & Pre-employment Checks

Great Schools Trust is committed to safeguarding and promoting the welfare of children and young people. All staff must share this commitment. As part of safer recruitment, interviews will explore motivation to work with children, ability to maintain professional boundaries, emotional resilience and attitudes to authority and behaviour management.

Pre-Employment Checks

Any offer of employment is conditional upon the successful completion of the following:

- Proof of identity, address and right to work in the UK
- Two satisfactory references, including the most recent employer
- Verification of relevant qualifications
- Enhanced DBS check with barred list check
- Prohibition from teaching check
- Section 128 check (for management roles)
- Overseas police checks (where applicable)
- Occupational health clearance
- Satisfactory completion of the probationary period

Ongoing Compliance

The postholder must comply with Trust policies, including the Staff Code of Conduct, Safeguarding and Child Protection Policy, and Staff Communication and Social Media Policy. Responsibilities may be reviewed periodically in line with Trust and academy priorities.



KING'S LEADERSHIP ACADEMY LIVERPOOL

