

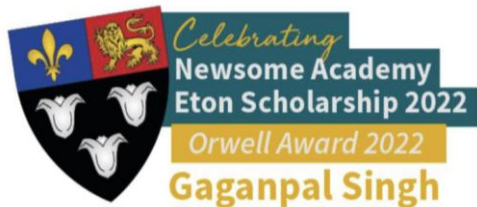


Newsome Academy

Everyone Exceptional Everyday

PASTORAL SUPPORT OFFICER

INFORMATION PACK



Officially rated
'Good' with
'Outstanding'
features





- **Contract term:** Fixed term for 12 months in first instance (Maternity Cover)
- **Salary:** NJC Scale 5, SCP 12-17 = Actual Salary £25,078
- **Contract type:** Term Time Plus 5 Days
- **Start Date:** ASAP
- **Closing Date for Applications:** Friday 3 July 2026 at 9am

About the Role

- We were above national and local attendance figures last year and we wish to further invest and promote this important area of our Academy. Whilst this role is for 12 months in the first instance, there is scope to build, shape and create a permanent role.
- You will be part of an extensive Pastoral Team who are a lovely close-knit family. You will be responsible for ensuring absence is picked up and processed in-line with our Academy procedures. You will also have responsibility for overseeing policy and procedure on a daily basis.
- As part of this team, you will also support in the daily activities of the Pastoral team and liaise with families to support excellent attendance, including home visits.
- To enable the above, use of a car would be desirable.

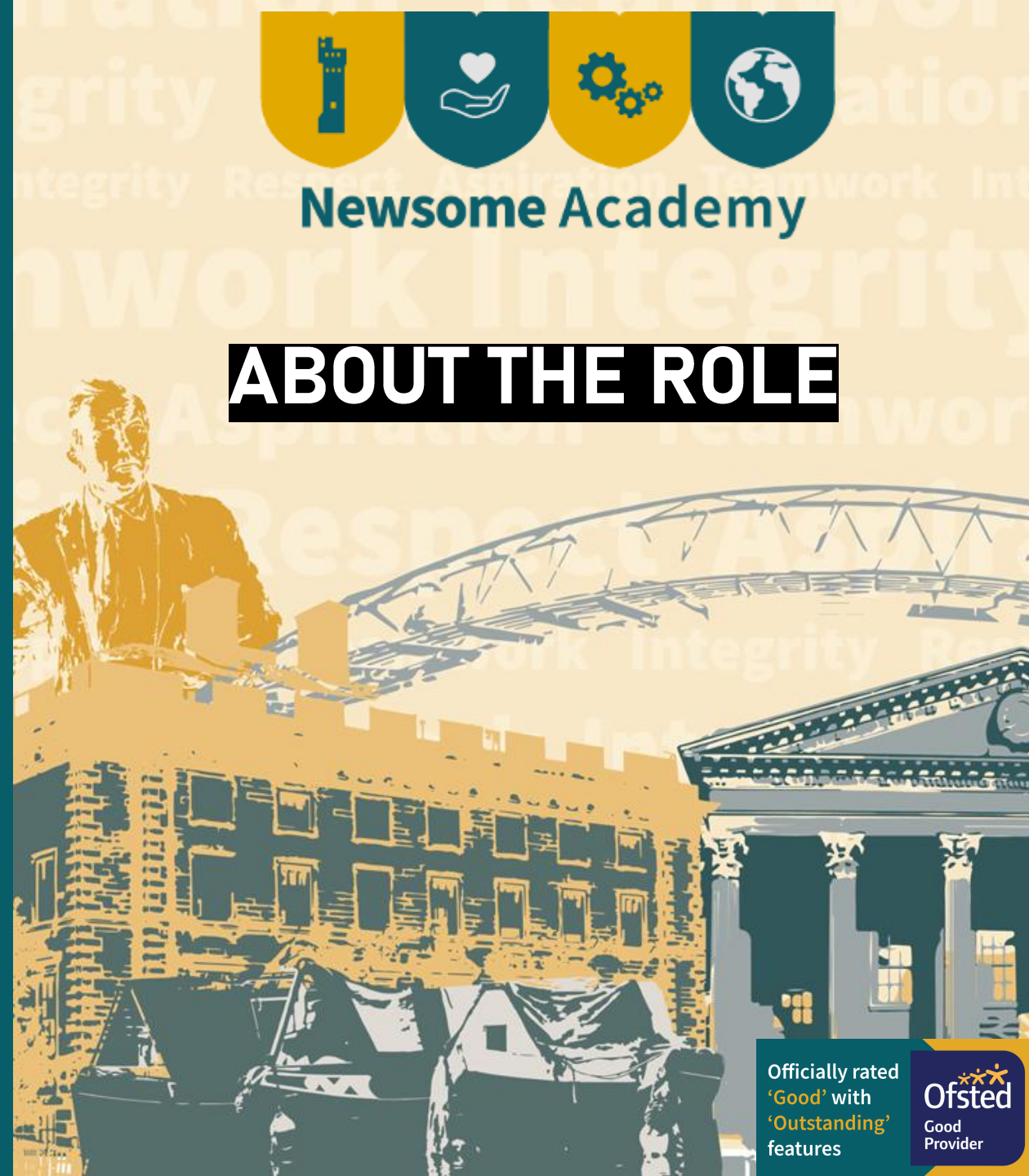
Support and further Career Opportunities

- We invest in and support our staff and over recent years have welcomed colleagues onto the Senior Leadership team and other whole school responsibilities as part of their development. We support outward facing initiatives through promotion of school visits and CPD training. We also have opportunities for colleagues to gain wider experience in whole school initiatives and this has supported the promotion of a number of internal appointments over recent years. Being part of a MAT also offers networking and career prospects for candidates wanting to progress in the future as we continue to grow and develop together. Our Trust is very much the heartbeat and offers an abundance of support and opportunity. This is echoed by our wonderful Governors and indeed community in which we serve.



Newsome Academy

ABOUT THE ROLE



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Ofsted
Good
Provider



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ABOUT

US

Newsome Academy is a successful, oversubscribed secondary school, set in fabulous countryside in south Huddersfield. We have over 800 students and over 60 awesome teaching and support staff. We are very unique in the fact that we also have two specialist provisions - Hearing Impaired and Physically Impaired. These provisions allow students to be in mainstream lessons whilst getting the specialist support, they need. The Headteacher and the Senior Team are always present around school, whether this be on duty during social times or dropping into lessons to check on the school climate. We promote leadership and this is evidenced through our amazing students and wider staff teams. The school has seen a significant and exciting change and we have celebrated record-breaking results for the past few years. We are also the only school in Kirklees that are celebrating a student securing a Scholarship at Eton College in 2022.

Newsome is one of 10 Academies that for Impact Education Multi-Academy Trust. There are 2 Secondaries, 1 Through School, 1 Alternative Provision and 6 primaries. The Trust is on a mission to improve the life chances of children and young people and improve social mobility for the disadvantaged. Our vision is to be a Trust where hearts and minds connect; values-driven partners working collaboratively to ensure education impacts positively on students, families, communities and staff. Impact Academies are aligned to the Trust Mission, Vision and Aims. Our Academies have individual identities which reflect the diverse communities they serve. They have the autonomy to create, explore and learn from different practices and our Headteachers believe that leadership and personal accountability are founded on self-direction and reflection. We believe that collaborative leadership and strong partnership development can lead to significant positive impact on the quality of education through sharing the best collective practice. Our values of Heart, Mind and Connect underpin everything we do and our Core Principles and Aims articulate how we will live these out.



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Ofsted
Good
Provider

To be a pupil at this school is to be part of a caring, closeknit family.

Staff and pupils form strong relationships that underpin the school's work. Pupils are safe. They are nurtured to achieve their full potential. In the words of one pupil, echoing the sentiments of many, 'We belong here.'

Pupils respond admirably to the high expectations that staff have of them. They are happy, enjoy learning and achieve well. Teachers support pupils very well. Pupils learn a curriculum which is constructed and designed to give them the best start in life.

Pupils' conduct at the school is exemplary and an excellent model of inclusion. Pupils are unfailingly polite and exhibit the school's values of respect, integrity, teamwork and aspiration. Pupils are attentive in lessons and enjoy learning.

The school prioritises reading. Pupils are provided with many opportunities to read. They are encouraged to read aloud in class, practise new vocabulary and develop their oracy skills. Pupils receive weekly literacy seminar sessions in which they read and discuss a text together.

Transformative changes to the school have been made by skilled and determined leaders. They have a sharp understanding of the school's many strengths and remaining areas for development. Governors and trustees provide support and hold school leaders to account effectively.

**IN FEBRUARY 2024, WE
WERE PRAISED FOR MANY
THINGS. YOU WILL BE
JOINING A FANTASTIC
FAMILY!**

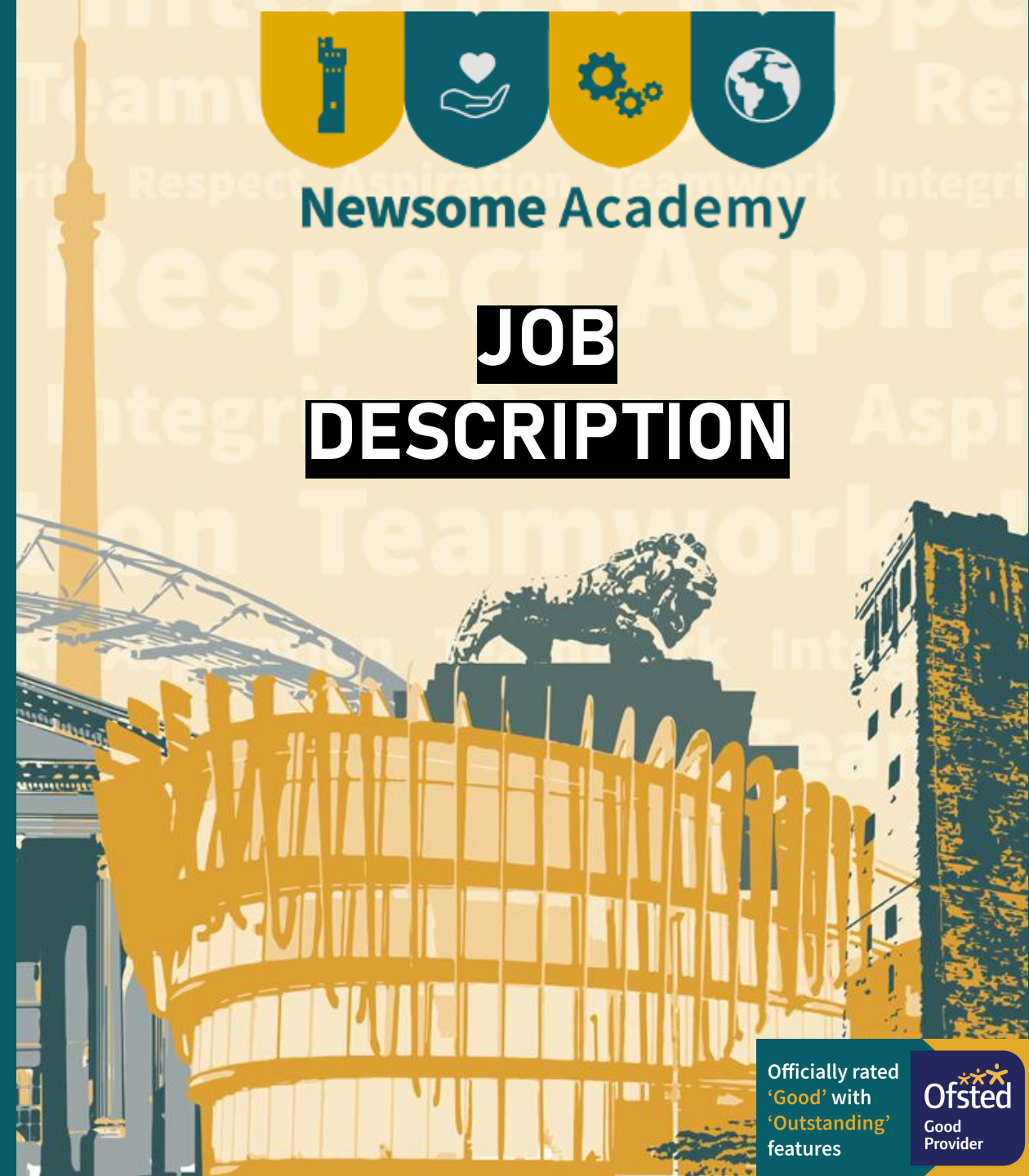
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JOB DESCRIPTION



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Essential Criteria	Desirable Criteria	Evidence
<p>Qualifications:</p> <ul style="list-style-type: none"> GCSEs Other relevant qualifications 	<ul style="list-style-type: none"> Further professional qualifications Appropriate in service training / CPD according to experience 	<ul style="list-style-type: none"> Application form
<p>Working Experience:</p> <ul style="list-style-type: none"> A track record of success according to experience Involvement in the monitoring of progress and attainment at student and class level Experience in developing learning and teaching in an inclusive environment 	<ul style="list-style-type: none"> Experience in developing in a multi-cultural environment Involvement in curriculum initiatives and extra-curricular activities Experience in monitoring and developing the academic and personal progress 	<ul style="list-style-type: none"> Application Form Interview
<p>Skills & Knowledge:</p> <ul style="list-style-type: none"> Professional knowledge and understanding of pastoral issues Knowledge of strategies related to key issues in education e.g. gender issues, equal opportunities, SEN Abilities to contribute to Programmes of Study / Lesson Plans Knowledge and use of ICT and e-learning 	<ul style="list-style-type: none"> Knowledge and understanding of current Learning issues relevant to the needs of the School Ability to contribute to the SMSC / Citizenship programme Involvement in extended curricular provision Good ICT skills and an awareness of its potential 	<ul style="list-style-type: none"> Application Form Interview Lesson Observation
<p>Personal Qualities:</p> <ul style="list-style-type: none"> Commitment to an ethos of high standards, personal fulfilment and academic success A capacity to inspire through a love of education Ability to relate to the whole community Energy, stamina and determination A record of good health and attendance 	<ul style="list-style-type: none"> Involved in educational developments beyond what is required Self-confidence, personal impact and presence Eager to acquire further skills and career enhancement 	<ul style="list-style-type: none"> Application Form Interview Lesson Observation
<p>Management Skills:</p> <ul style="list-style-type: none"> An ability to establish positive and sensitive interpersonal relationship across the community An ability to plan time effectively and meet deadlines An ability to be a team player 	<ul style="list-style-type: none"> An awareness of whole School issues An understanding of accountability Experience of Self Evaluation 	<ul style="list-style-type: none"> Application Form Interview



HEARTS & MINDS STRATEGY

SUPPORTING WORKLOAD & WELLBEING FOR EMPLOYEES...

- **Over 10% PPA allocation** – our Teachers gain over 30mins extra each week.
- More PPA time by not having a form for 3 days of the week so you can plan for your busy day – equating to 63.5 additional planning hours over the year.
- **All Teachers get a laptop** supplied to aid working.
- Start of year arrangements to support planning including additional September start of term INSET sessions for staff to 'settle back' into the new academic year. Staggered year group starts to enable more planning time for staff.
- **Luxury staffroom & working facilities** with fridges, freezers, water machines and complimentary tea/coffee.
- School Dog Mentor is here every day to bring a smile to our day – available for cuddles and walks at any time.
- **Seasonal staff events** including Christmas events and Friday meet-ups.
- **New facilities** & ICT in every classroom.
- Free lunch for duties and food provided for Open Evening and Parents Evening commitments.
- **Half-termly staff voice** to ensure each and every voice and opinion is heard.
- Free annual Flu vaccinations so staff don't have to spend precious personal time and money.
- **Free to use professional gym** for all staff and reduced rates on facility hire.
- Adapted facilities for working health – offering specific aids to enable health/disability-related requirements.
- **An extraordinary feel of positivity** where you are warmly greeted by all when you walk through the building.





**WE LOOK FORWARD
TO YOUR
APPLICATION TO
JOIN OUR FAMILY...**

**CHECK OUR 'X' ACCOUNT TO SEE OUR
FAMILY IN ACTION AND GET IN TOUCH FOR A
HEADTEACHER VISIT & INFORMAL CHAT
ABOUT THIS EXCITING OPPORTUNITY.**

Elizabeth Carter – Behaviour & Attendance Lead

• **ECARTER@NEWSOMEACADEMY.CO.UK**



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