



KINGSBURY GREEN  
ACADEMY



# RECRUITMENT PACK

*Achieving Excellence Together*

# WELCOME FROM THE HEAD

---



## **Nicola Bull** Headteacher

Dear Candidate,

Thank you for considering this opportunity. We are excited to offer a unique opportunity for a knowledgeable and skilled person to join our forward-thinking team at Kingsbury Green Academy, a school with ambitious goals and ever-improving outcomes. This role is perfect for an individual who is eager to contribute to a high-performing educational environment. If you are passionate about making a real impact, we want to hear from you. We seek candidates who are driven to enhance the educational experiences and life chances of our students.

Since joining Kingsbury Green Academy (KGA) in September this year, I can confidently say that it is a vibrant and welcoming place where both staff and students thrive. As an experienced headteacher and trust leader, I sought to return to headship at a school that fosters a strong sense of community and belonging. I was eager to be part of a school dedicated to delivering an ambitious and broad curriculum through excellent evidence-informed teaching. I was searching for a school which was committed to offering a variety of trips, after-school clubs and activities that help students explore their talents and passions.

Most importantly, I wanted to be in an environment where positive relationships amongst staff and students are nurtured through mutual respect. KGA excels in all these areas. Behaviour of students is excellent, outcomes for children improve every year, and there is a dedicated team of staff and governors working in supportive partnerships with parents and students.

When you join KGA, you also become part of The Ascend Learning Trust (ALT), a collaborative network of secondary and primary schools committed to enhancing student experiences through the sharing of best practices, pooling resources, and tackling common educational challenges. At ALT, staff well-being is a top priority. The trust emphasises professional development through exceptional training and coaching while valuing work-life balance. We respect your time by never asking staff to complete tasks that don't directly benefit our students.



We also avoid short deadlines and last-minute calendar changes and we never ask you to complete unnecessary administrative tasks. This dedication to staff well-being is more than just a promise. Each year, every staff member is entitled to book one day's leave on a day of their choosing as a "well-being day". This year's two-week October half-term has also enabled staff and parents to enjoy more affordable holiday options. Moreover, our summer term concludes earlier than most, allowing for an extended summer break.

Joining KGA means joining a supportive and forward-thinking community where your well-being and professional growth are truly valued and our vision and values guide everything we do here:

### **Vision and Values**

We are committed to delivering a rich and diverse curriculum through passionate and knowledgeable teaching. We aim to engage all learners and support them in making exceptional progress, regardless of their starting points.

We believe in achieving excellence collectively by:

- Embracing every opportunity for growth and development.
- Breaking down social, economic, and academic barriers to help students reach their full potential.
- Valuing hard work and perseverance as the keys to success.
- Inspiring every individual to be bold, courageous, and aspirational.
- Fostering a culture of mutual respect and pride in ourselves, our school, and our community.

As Headteacher, I assure you of a supportive and dedicated senior team, a stimulating and happy work environment, and the opportunity to work with exceptional young people. You will join a team of professionals who are committed to making a difference and to shape the future of Kingsbury Green Academy.

**Nicola Bull**  
**Headteacher**

---

# WELCOME FROM THE CEO

## Dear Applicant

Thank you for taking an interest in Ascend Learning Trust, where we pride ourselves on our core motto 'Together we Belong, Believe, Become'. As a community of schools, we strive to achieve this through our relentless commitment to our values of 'Compassion, Aspiration, Respect, Dedication and Integrity' for all of our students, with the potential of every individual within our community valued. As a result of our values, we strive to ensure that students receive an incredibly high standard of academic and pastoral care to enable them to leave school with the very best platform for their future. The schools within Ascend Learning Trust are a family, and as such they support each other to continuously improve, providing strength to each other.

As a mother of 3 children at primary, secondary and apprentice level, I know how important young people's school experience is and it is a privilege to lead an organisation whose purpose it is to support this. As the CEO of Ascend Learning Trust (from September 2023) I am fully committed, along with all of our staff to ensuring that each child's education is the very best that it can be.

This pack will give you details of the job description and list the main duties of the post, together with further details of the competencies (skills), experience, qualifications, knowledge and abilities required to do the job. It is important that you identify the competencies, experience, qualifications, knowledge and abilities that will be assessed by application form, as you will need to provide evidence that you meet these criteria.

## References

We will require two satisfactory references before a job offer is confirmed; one of which must be your Line Manager/ Headteacher in your present or most recent employment. Please remember to check that your referees are actually available to provide a reference, as failure to do this could cause a delay in confirming your appointment. Further information about the Ascend Learning Trust and the Academies within it, is available on our website [info@ascendlearningtrust.org.uk](mailto:info@ascendlearningtrust.org.uk) We hope you will feel inspired to apply to work within the Trust.

Yours sincerely

**Jane Coley**

Ascend Learning Trust CEO



# JOB DESCRIPTION

The job description lists all the main duties of the post, together with further details of the competencies (skills), experience, qualifications, knowledge, and abilities required to do the job.

The criteria listed within the job description detail the areas which will be assessed at both application and interview. It is important that you identify the competencies, experience, qualifications, knowledge, and abilities that will be assessed by application form, as you will need to provide evidence that you meet the criteria.

All employees have the responsibility to:

- Ensure any documentation produced is to a high standard and is in line with the Trust brand style.
- Be aware and comply with all policies and procedures relating to safeguarding, child protection, health, safety and security, whistleblowing, confidentiality, and data protection, reporting all concerns to the appropriate person.
- Participate in training and other learning activities as required.
- Participate in the Trust Performance Management process.
- Provide appropriate guidance and supervision and assist in the training and development of staff as appropriate.
- Promote the area of responsibility within the Trust and beyond.
- Represent the Trust at events as appropriate and as directed by the Chief Executive Officer.
- Support and promote the Trust ethos, vision, and values.



## **Director of English - Associate Senior Leader**

### **Role Summary**

The Director of English provides strategic leadership, vision, and direction for the English faculty to secure high-quality teaching, effective use of resources, and improved standards of achievement across the school. As a member of the extended Senior Leadership Team (SLT), the post-holder contributes to whole-school improvement and plays a key role in shaping curriculum development, teaching and learning, and staff development.

### **Key Responsibilities**

#### **Strategic Leadership of English**

- Lead the strategic planning, vision, and development of the English curriculum from Key Stage 3 to Key Stage 5.
- Ensure the curriculum is ambitious, knowledge-rich, sequenced effectively, and aligned with national expectations and current research.
- Analyse internal and external performance data to drive improvement and raise attainment across all learner groups.
- Set high expectations and ensure consistency of standards across the department.

#### **Improving Teaching & Learning**

- Lead on pedagogy within English, modelling exemplary teaching and maintaining a visible presence in classrooms.
- Oversee quality assurance processes including lesson visits, drop-ins, work scrutinies, student voice activities, and data reviews.
- Implement evidence-informed strategies to improve teaching practice and narrow attainment gaps.
- Ensure high-quality feedback, assessment, and marking practices are embedded across the department.

#### **Leadership and Line Management**

- Line manage English teachers, including leading Performance Development Conversations (PDCs), coaching, and professional development.
- Line manage HLTAs, deploying them where they will be most effective in supporting students and staff, ensuring that their Performance Development Conversations (PDCs), coaching conversations and professional development needs are met.
- Identify staff training needs and coordinate appropriate CPD, including subject-specific and whole-school initiatives.
- Recruit, induct, and develop new staff, including ECTs and trainee teachers.
- Foster a collaborative, motivated, and high-performing departmental team.

#### **Curriculum & Qualification Development**

- Oversee the design, implementation, and evaluation of schemes of learning, assessments, and enrichment opportunities.
- Lead department planning for GCSE and A-level specifications, ensuring staff expertise and readiness for examinations.

- Develop literacy strategies that support whole-school literacy priorities and foster a reading culture.
- Ensure that all aspects of the curriculum, including the completion of speaking and listening aspects and NEAs, are completed in line with exam board regulations.

#### **Assessment, Progress & Standards**

- Monitor student progress and intervene, where necessary, to ensure all students meet or exceed targets.
- Oversee moderation and standardisation of assessments at all key stages.
- Liaise with exams officers and SLT to ensure high-quality preparation for external examinations.
- Ensure excellent exam outcomes for all students.

#### **Contribution to Whole-School Leadership**

- Attend and contribute to Extended SLT meetings and relevant whole-school groups.
- Support the development of school-wide teaching and learning initiatives.
- Lead or contribute to whole-school CPD programmes.
- Support the school's improvement plan, Ofsted preparation, safeguarding culture, and behaviour expectations.
- Offer additional capacity to the SLT team, including supporting at events, undertaking duties and contributing to whole-school improvement work.

#### **Student Experience & Enrichment**

- Promote a rich and diverse English offer, including clubs, competitions, trips, and partnerships with cultural organisations.
- Foster a love of language, reading, and literature across the student body.
- Ensure inclusive practice for SEND, EAL, and disadvantaged learners.

#### **Person Specification**

##### **Essential**

- Qualified Teacher Status (QTS) and strong track record of high-quality teaching.
- Proven success in middle or senior leadership within a secondary school.
- Strong understanding of curriculum development, assessment, and evidence-based pedagogy.
- Ability to analyse data and drive targeted interventions.
- Excellent communication, interpersonal, and organisational skills.
- Ability to inspire, challenge, and develop teams.

##### **Desirable**

- Experience teaching A-level English Literature and/or English Language.
- Experience contributing to whole-school priorities or leading cross-school projects.
- Postgraduate or accredited leadership qualification e.g. NPQML/SL
- An excellent track record of the leadership of an English team, or sub-team, with evidence of impact.

# Kingsbury Green Academy

**Thank you for visiting our employer profile. We hope you'll enjoy learning more about the excellent opportunities for teaching at Kingsbury Green Academy and living in the nearby area.**

Kingsbury Green Academy, which is part of the successful Ascend Learning Trust, opened its doors for the first time on the 5th of September 2019.

We are an ambitious, forward thinking 11-18 Academy situated in a beautiful location on the outskirts of Calne in Wiltshire.

## **Our Facilities**

The school has superb facilities which include: 13 Science Labs, a Design and Technology complex, digital media centre and the latest computer-aided design and ICT facilities. Sport is important at Kingsbury Green and we enjoy a sports hall, gymnasium, tennis courts and 33 acres of sports fields, as well as the use of the neighbouring 'Calne Community Campus'.

The Arts are supported with Art and Design studios, a photography dark room and processing facilities, fully equipped Drama studios and three purpose-built music rooms with practice rooms for instrumental tuition.

We also have a cafeteria with outdoor covered eating area, gardens, an on-site nursery (babies to pre-school) and a purpose-built Sixth Form Centre.

## **Our Location**

Our Campus is set on the edge of town, with views across the beautiful rolling Wiltshire countryside. Calne offers a great rural quality of life but is not far from other nearby towns and the M4, giving easy access to Bristol and to the South West. Wiltshire is home to the World Heritage Site of Stonehenge and boasts many other sites of historical interest.

Calne is some 19 miles east of Bath, 6 miles east of Chippenham, 13 miles west of Marlborough and 16 miles south west of Swindon. We welcome visits to the school for prospective candidates.

***Achieving Excellence Together***



# Ascend Learning Trust

Welcome to Ascend Learning Trust, where we pride ourselves on our core motto 'Together we Belong, Believe, Become'.

As a community of schools we strive to achieve this through our relentless commitment to our values of 'Compassion, Aspiration, Respect, Dedication and Integrity' for all of our students, with the potential of every individual within our community valued.

## Compassion

To always show kindness, inclusivity and empathy to each other and to encourage others to behave this way. To care for those around you and to consider the needs of all.

## Aspiration

To 'dream big' and to set your goals with no limits. You work hard towards your goals and follow your dreams and always believe that anything is possible.

## Respect

To treat everyone as you would always wish to be treated in both words and actions. This means listening to others, appreciating differences, showing kindness and always being considerate.

## Dedication

Always try your very best to commit to and achieve all of your goals and never give up even when things are tough. Face challenges courageously and keep focused on your goals.

## Integrity

Holding true to what you believe in and act in a way that shows this. Always be honest and if you are in the wrong accept feedback and apologise.

Our vision at Ascend Learning Trust is to create a sense of belonging for everyone. All our young people receive a holistic world-class education regardless of where they come from or their life challenges. They will leave their Ascend community with outcomes that opens doors to a fulfilling and successful future.



# HOW TO APPLY

---



Please note CVs will not be accepted. You must complete the application in full giving details of all employment, training, and gaps in employment since leaving school.

Please ensure the closing date for applications is met, we cannot be held responsible for lost or late applications. Due to the large number of applications is it not always possible to respond to each application but we aim to respond within two weeks of the vacancy closing date.

**If you would like to arrange a visit to the school, or for more information about applying, please contact the recruitment team on 01793 781485.**

**Applications should be submitted directly via MyNewTerm, you can access our careers page using the following link:**

**[Kingsbury Green Academy MyNewTerm](#)**

