



The  
**Wellington**  
Academy



# RECRUITMENT PACK

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***Ambitious, Inquisitive and Independent***

# WELCOME FROM THE HEAD

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**Sandra Muir**  
Executive Headteacher

We are delighted you have shown an interest in joining our school community.

The Wellington Academy is a rapidly growing, popular 11-18 secondary school serving the Garrison town of Tidworth (60% of our families are military) and the local community.

We are a 'Good' school, you can find the link to our most recent Ofsted inspection here:

[The Wellington Academy - Open - Find an Inspection Report - Ofsted](#)

Our students' academic successes along with their achievements in so many areas of school life, in and out of the classroom, are only part of the Wellington story. Our young people are genuinely happy to be here, and the quality of relationships is a cornerstone of our community, the staff team are crucial in achieving this.

The Wellington Academy offers the opportunity to work in wonderful surroundings within a supportive community. It really is a fantastic place to work with staff encouraged to be lifelong learners, innovative in their thinking and reflective in their practise.

If the enclosed excites you, please arrange a visit to see and feel for yourself how you can be a part of our journey from 'Good' to great.

*Ambitious, Inquisitive and Independent*



## 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.

If you are at school/college or are leaving university, please give details of the name and address of your Headteacher or tutor. 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.

All staff are required to undertake employment checks which include:

- References (for all staff and volunteers)
- Right to work in the UK (ID check)
- Qualification checks
- Barred List check
- DBS check (for all staff and volunteers)
- Childcare Disqualification check (primary only)
- Online Search checks
- Health checks

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.

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### **Accountable to: Head of Department**

Professional duties for all teachers in England and Wales are outlined in the school Teachers Pay and Conditions. All academy post-holders are expected to support The Wellington Academy's & Ascend Learning vision and values that are embedded in the day-to-day and long-term running of the academy which include but are not limited to:

- Inspire pupils to achieve their very best.
- Ensure all pupils make outstanding progress and achieve challenging targets.
- Fully implement all Academy policies and procedures.
- Create an exciting learning environment.
- Create relationships based on mutual respect.
- Be an effective part of the team.
- Manage own professional development.
- Work closely with all support colleagues.
- Work collaboratively with academy staff in sharing ideas and best practice.
- Form effective relationships with parents and other parties.

### **Teaching Responsibilities**

- To be a mentor as required.
- To work as part of a team to deliver high quality lessons within an agreed scheme of work in line with the
  - National Curriculum and other internal and external examination requirements.
  - Monitor, evaluate, assess, and review the work of individual students and groups of students in line with
    - school policies to ensure continuous improvement of standards.
  - To record the work covered by each class including homework and test scores.
  - To ensure high standards of achievement and attainment.
- To be responsible for the discipline of all students in your classroom, before, during

and after the lesson.

- To manage the work of any additional adults in your lessons including teaching assistants and learning mentors etc.
- Maintain an excellent environment and culture for learning in the faculty through the use of display, the school's reward and behaviour systems.
- To be responsible for the health, safety, and welfare of the students in accordance with the Council's policy and Health and Safety at Work Act, 1974.
- To attend meetings and work in partnership with parents and other external agencies.
- To carry out actions to meet School Improvement Plan and faculty targets.
- To carry out duties in accordance with the Staff Handbook and the Staff Information Booklet.
- To establish a positive ethos in the school by setting an example of high standards of professional dress and behaviour.
- Where possible, support, maintain and improve the school's extra-curricular programme including coursework clinics, homework clubs, extra lessons, performances etc.

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## **Person Specification**

### **Knowledge and Experience**

#### **Essential**

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- Degree Status (First/2:1/2.2)
- Qualified Teacher Status
- Excellent subject knowledge
- Recent experience of teaching at both Key Stage 3 and Key Stage 4
- Effective management of teaching assistants and other assigned adults
- Support for student sub-groups including those with SEN
- Communication skills, including good written.
- English Passion for teaching and learning
- Good Classroom behaviour management
- Use of ICT to enhance learning and teaching.
- Recent and relevant professional development
- Understanding of the learning process
- Understanding and application of pupil related data Use of assessment in the teaching and learning process
- Willingness to learn.

### **Desirable**

- From tutor experience
- Team Player
- Inter-personal Skills
- Excellent ICT skills
- Commitment to whole staff, faculty, and other meetings
- Ability to promote high standards in teaching and learning Reflective practitioner.
- Commitment to inclusive education
- Experience of working with stakeholders, parents, Governors, LA etc Personal Qualities
- Stamina, drive, energy, enthusiasm, and determination to succeed.
- Commitment to excellence and high expectations
- Commitment to supporting extra-curricular learning.
- Commitment to student safety and safeguarding.





# The Wellington Academy

**The Wellington Academy is an ambitious, growing, and inclusive 11-18 school based on the edge of the beautiful Salisbury Plain.**

The Wellington Academy is an ambitious, growing, and inclusive 11-18 school based on the edge of the beautiful Salisbury Plain. It serves the young people of Tidworth and Ludgershall as well as the surrounding villages. The school is graded as 'Good' by Ofsted (October 2022) and in our recent Challenge Partners Review the school was graded as 'Effective' in all areas. Our vision is for all our students to become 'Inquisitive, Ambitious, and Independent' young people.

The school was opened in 2009 and as you will read later, we are fortunate to enjoy outstanding facilities. We currently have nearly 1150 students on roll, and this includes a growing Sixth Form of 150.

The school is a proud member of the Ascend Learning Trust.

We are proud to serve our local communities, and with Tidworth serving as a 'super garrison' for the British army a number of our students have at least one parent either actively serving in the armed forces, or a family history of service.

The growth of Tidworth in recent years has supported the growth of our school and successful applicants will be joining The Wellington Academy at an exciting time in its development.

## Our Facilities

We are fortunate to enjoy outstanding and state of the art facilities in modern purpose built buildings. You have to visit our school to truly appreciate how special they are. Alongside fully equipped classrooms catering for all subject specialisms including Art, Science, and Technology our facilities include a 300 seat Lecture Theatre, a large Sports Centre, and a professional catering kitchen. In 2019 we opened the new 'Cowley Block' which provided us with additional classrooms to meet our growing student numbers.

## Our Curriculum

Our knowledge rich and diverse curriculum provides all students with a deep understanding of a wide range of disciplines. We challenge students and equip them with the skills needed to engage with all subjects including, literature, mathematics, the sciences, humanities, and the Arts. We teach our students to be inquisitive, to ask big questions, to challenge ideas and solve problems.

*Ambitious, Inquisitive and Independent*

# 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.

**Together we Belong, Believe, Become**







# HOW TO APPLY

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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:

[The Wellington Academy MyNewTerm](#)

