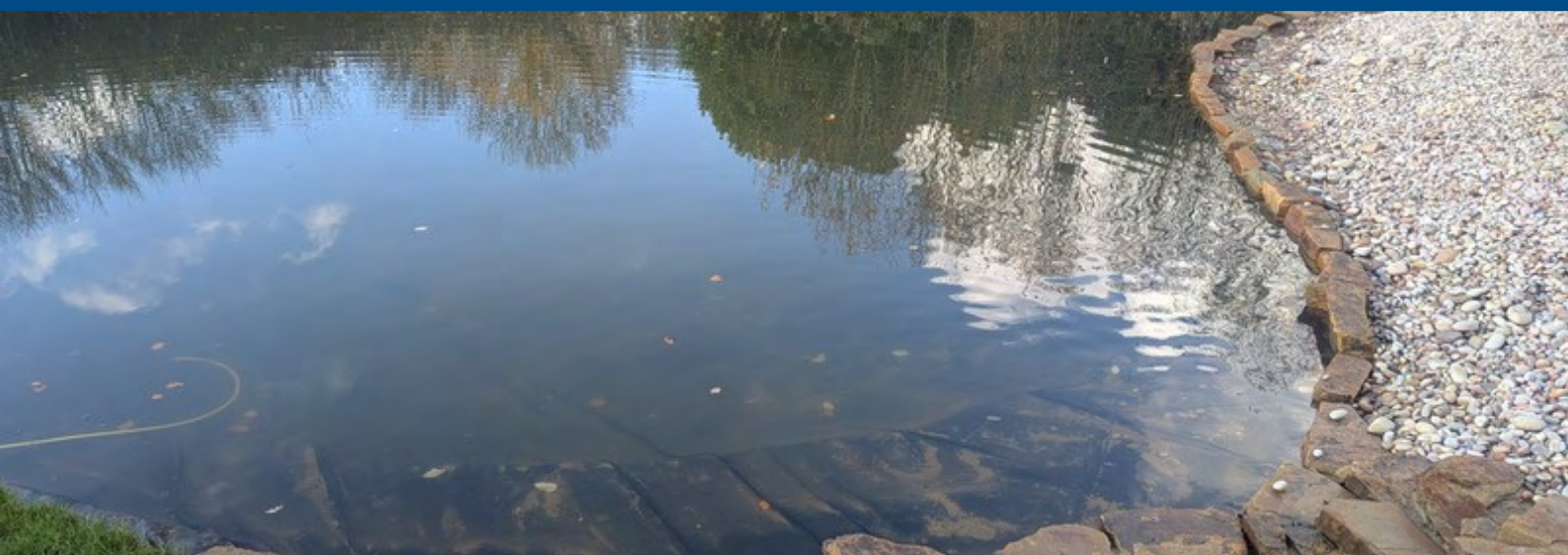




**ALEC REED
ACADEMY**
PROUD TO LEARN



**APPLICATION PACK
BERTHA EARTH SCHOOL BASED FACILITATOR**

CLOSING DATE

13th September 2026

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APPLICATION PACK

BERTHA EARTH SCHOOL BASED FACILITATOR



**ALEC REED
ACADEMY**
PROUD TO LEARN

WELCOME

TO THE ALEC REED ACADEMY

WELCOME MESSAGE FROM OUR EXECUTIVE PRINCIPAL MATT HIRE



Our Learning

We're delighted you're considering joining our vibrant, diverse, and forward-thinking community in the heart of Northolt, where you'll be part of an all-through school, educating pupils from Nursery to Sixth Form. Our Primary Phase is a cornerstone of our success — nurturing curiosity and laying strong foundations for lifelong learning. This unique structure fosters collaboration and professional growth across all key stages.

Our mission is simple: unlock potential and inspire excellence—in students, staff, and the wider community. We provide an environment where everyone feels valued, supported, and empowered to succeed.

We invest in our people with extensive professional development, clear career pathways, and a workplace that champions innovation, wellbeing, and achievement.

This application pack introduces our values, vision, working environment, and the benefits of joining our team. We hope it gives you a clear sense of who we are and what we stand for.

We look forward to the possibility of welcoming you to our Academy community.

Warm regards,

Matt Hire
Executive Principal

KEY VALUES

"PROUD TO LEARN"

Our motto is at the heart of what we aim to achieve within the academy. To us, a sense of social and moral responsibility is as important as academic success. We model and promote behaviour which treats and respects all people as unique, valuable individuals.

A strong feature of the academy is our focus on three core, guiding principles: Respect, Honesty and Kindness. These positive values and attitudes are a necessary prerequisite for success and we encourage our students to demonstrate these in school, at home and in the wider community. They are central to our daily expectations of students.

As an all-through academy for ages 3–19, we offer a seamless learning journey that nurtures confidence, resilience, and ambition. In our Primary classrooms, respect and kindness underpin every interaction, fostering a safe and joyful environment where young learners thrive.

Our aim is simple: to inspire a love of learning, encourage high aspirations, and prepare young people to become responsible, compassionate citizens who contribute positively to society. By working together—students, staff, and families—we create a community where excellence is not just expected, but achieved.



RESPECT

HONESTY

KINDNESS

At ARA, we believe that a first-class education is the right of every child and we take immense pride in being a truly inclusive academy where every student feels welcomed, valued, and supported. Our purpose is to create an environment where every child can thrive, exceed expectations, and develop the confidence, skills, and cultural capital needed to lead a fulfilling life. We reject the notion that intelligence is fixed or that prior attainment creates a glass ceiling; with the right support, every child can achieve more than they imagined.

Everything we do is driven by our commitment to make the academy a better place for the children we serve, and this vision is lived and breathed daily by every member of staff and our trustees. By providing an education that empowers choice and agency, we ensure that our students leave us not only with academic success but with the resilience and ambition to shape their own futures.



PRIMARY PHASE – A FOUNDATION FOR LIFELONG SUCCESS



At Alec Reed Academy, our Primary Phase is central to our all-through provision, providing a nurturing and ambitious environment for pupils aged 3–19. We recognise that early education lays the foundation for future success.

Our Vision for Primary Education

We develop confident, compassionate learners ready for secondary education and beyond. Through high expectations, strong teaching, and close partnership with families, we ensure every child leaves with the skills, knowledge, and character to succeed.

What makes our primary phase exceptional?

- **Inclusive and Aspirational:** Every child is valued and supported to reach their full potential, regardless of background or starting point
- **Rich, Creative Curriculum:** A broad, balanced curriculum that inspires curiosity and creativity, enriched by outdoor learning through our Academy Fields project
- **Strong Foundations:** A focus on literacy and numeracy that builds mastery, confidence, and independence
- **Specialist Facilities:** Access to purpose-built primary spaces alongside state-of-the-art sports and performing arts facilities
- **Exceptional Pastoral Care:** A strong focus on wellbeing and personal development in a safe, nurturing environment
- **Seamless Transition:** Continuity from Nursery to Sixth Form, supported by shared expertise across phases

SECONDARY PHASE – SHAPING CONFIDENT, SUCCESSFUL PEOPLE

- Our Secondary Phase is a vibrant and ambitious community where students are challenged and supported to achieve their best. We offer a broad, engaging curriculum delivered by dedicated subject specialists, alongside high-quality facilities including sports, STEM, and performance spaces that enrich learning beyond the classroom.
- High expectations underpin everything we do. Students are encouraged to take pride in their work, act with integrity, and contribute positively to Academy life. Strong pastoral care ensures every student is known and supported, creating an environment where they can thrive both academically and personally. As a result, our Secondary Phase continues to strengthen year on year, with a clear focus on achieving excellent outcomes for all.
- Through academic challenge, enrichment opportunities, leadership development, and a strong focus on personal growth, we equip students with the confidence and resilience to succeed in the next stage of their journey.



SCAN
ME!



Our Latest Unique Projects

Academy Fields & Outdoor Education



At Alec Reed Academy, learning doesn't stop at the classroom door. Our Academy Fields project transforms education through nature, creativity, and sustainability.

Thanks to a £1 million investment from our sponsor, the late Sir Alec Reed; and an RHS Chelsea Flower Show Garden, we've created an inspiring outdoor environment that enriches every child's experience.

What makes Academy Fields unique?

- **Outdoor Learning Hub:** We are working towards a dedicated space for science, environmental studies, and hands-on projects that spark curiosity and critical thinking
- **Sustainability in Action:** A place where pupils will be able to grow food, care for orchards, and learn about biodiversity—developing life skills and environmental responsibility
- **Creative Exploration:** Art, storytelling, and performance activities will take place in natural settings, encouraging imagination and confidence
- **Wellbeing & Resilience:** Outdoor learning promotes physical health, mental wellbeing, and teamwork, helping pupils thrive socially and emotionally
- **Community Engagement:** Families and local partners will be invited to share in the benefits of this green space, strengthening our ties with the wider community.

Our Vision

Academy Fields is more than a garden—it's a living classroom where children connect with nature, develop practical skills, and discover the joy of learning in the great outdoors.



**ALEC REED
ACADEMY**
APPRENTICESHIP
PROGRAMME

Reed Employability Hub

Expert Advice

- Careers guidance tailored to your goals.
- Job profiles and pathways that match your interests.
- Support to help you plan your next steps.

Job Search Support

- Smart strategies to help you find the right role.
- Apprenticeships, volunteering, and more ways to gain experience.

Your Employability Hub Offers:

Training and Development

- CV tips, soft skills, and what skills that employers really want.
- Access to training to boost your...

What Makes the Hub Unique

Key Features:

Comprehensive Careers Programme

Aligned with Gatsby Benchmarks and national guidance

Real-World Connections

Workplace visits, university partnerships, and employer engagement

Personalised Support

Tailored mentoring and guidance for all students, especially those from disadvantaged backgrounds

Cultural & Global Enrichment

Visits to museums, theatres, and international experiences to broaden horizons

Super-Curricular Opportunities

Masterclasses, seminars, and guest lectures to inspire academic excellence

Apprenticeship Guidance

Structured support for Year 13 students applying for apprenticeships.

Our Employability Hub:

Preparing Students for Life Beyond School

At Alec Reed Academy, we believe education should go beyond academic achievement - it should empower every student to thrive in life after school. Our new Employability Hub is a cornerstone of this vision. Designed as part of the Impactful Futures initiative sponsored by Reed, the Hub provides a comprehensive careers and employability programme that equips students with the confidence, skills, and aspirations to succeed in higher education, training, or employment. This is not just about guidance; it's about transformation - breaking down barriers and ensuring that every student, regardless of background, can realise their full potential.

Impact and Ambition

Our ambition is clear: to create a generation of confident, resilient, and ambitious young people who are prepared for life in a global society. For the Principal, this initiative offers an exciting opportunity to lead a school that is shaping futures - not just for our students, but for the wider community.

Exceptional Facilities – A Building Designed for Excellence

Architectural Brilliance:

Our award-winning building, designed by Foster + Partners, combines cutting-edge design with functionality. Bright, open spaces and collaborative zones create an inspiring environment for teaching and learning.

Performing Arts & Media Hub:

A professional 300-seat theatre for productions and assemblies, an industry-standard recording studio, and a digital media suite for creative innovation.

Creative Studios:

Three dedicated art studios and four DT studios, a gallery exhibition space to showcase student and staff creativity.

Specialist Learning Areas:

Fully equipped science laboratories, enterprise zones for project-based learning, and modern classrooms with integrated technology.

Sports & Wellbeing:

A Community Sports Centre, four-court sports hall with climbing wall, outdoor tennis courts, and expansive Academy Fields for outdoor learning. Staff enjoy free access to a fully equipped fitness suite and multi-gym before and after school.

Technology Everywhere:

High-speed wireless connectivity and advanced ICT systems support flexible working and innovative teaching methods.

Primary & Early Years Spaces:

Our Primary Phase benefits from purpose-built halls, vibrant outdoor learning areas and dedicated creative spaces designed to inspire younger learners.



PROFESSIONAL OPPORTUNITIES



Join a Team that invests in it's staff – every step of the way

At our Academy, every new staff member receives a comprehensive induction and tailored training to ensure a smooth start. We are committed to continuous professional development, offering structured opportunities for growth and career progression. From high-quality training programmes to mentoring and development initiatives, we create a culture that empowers staff to achieve their full potential. Primary leaders enjoy tailored CPD, including early literacy strategies, phonics mastery, and curriculum innovation for KS1 and KS2.

Investing in Your Expertise

We prioritise professional growth through six dedicated Professional Development Days each academic year, featuring dynamic programmes that address key priorities and build expertise across all roles. These days are complemented by a calendar of twilight sessions, offering flexible opportunities for staff to deepen their knowledge and collaborate beyond the school day. Both formats encourage teamwork, allowing subject and phase-specific groups to focus on areas that matter most to them and the Academy. This structured approach ensures every member of staff has access to meaningful, targeted development that drives excellence and innovation.



Professional Development

The most effective professional development takes place on a daily basis through the high level of support staff receive from their line managers and other Academy staff. Each subject area and Phase is led by a Year Lead, Curriculum or Subject Leader who reports directly to a member of the Academy Leadership Team. In this way, new staff are able to work with members of management at all levels through challenge partners and purposeful team meetings.



Early Careers Programme

Our Academy offers a first-class Early Careers Teaching (ECT) programme to give new teachers the best possible start. Weekly training sessions provide opportunities to share experiences, collaborate with peers, and learn from experienced colleagues. Led by specialists across the Academy, these sessions focus on practical strategies and subject expertise, supported by personalised mentoring and regular feedback. This programme builds strong foundations for teaching excellence while fostering a supportive, collaborative community from day one.

“Be stronger
than your
excuses”

YOUR WELLBEING, OUR PRIORITY

STAFF BENEFITS

What we have to offer you:

- Competitive Inner London pay scales (despite outer London location)
- A proven culture of supporting flexible working requests, with high acceptance levels Academy-wide
- Extensive free on-site parking with enough space to accommodate all staff
- Complimentary use of our newly refurbished, state of the art Fitness Suite
- A comprehensive and ongoing CPD programme to support your professional growth
- Reimbursement of annual professional memberships and fees
- Subsidised meals served in our high-quality in-house restaurant
- Family-friendly policies and leave
- Access to our Employee Assistance Programme and Occupational Health services
- Access to the Cycle to Work Scheme
- Free eye tests for staff
- Access to a range of discount schemes including Blue Light Card, Discounts for Teachers, and Costco membership.



**Discretionary
Leave**



Fitness Suite



Rewards



**Family-Friendly
Policies**

FACTSHEET

Founded in 2003 by the late Sir Alec Reed, Alec Reed Academy (ARA) is a thriving all-through Academy for pupils aged 3–19, serving the Northolt community in the London Borough of Ealing. The Academy opened in 2005 with modern, spacious facilities designed by Foster + Partners and has since expanded significantly. Today, ARA offers education from Nursery through Post-16, alongside an Adult Learning Centre and Community Sports Centre. We also share our site with John Chilton School, which provides specialist education for children with physical and medical needs.

Current Profile

- School Roll: Over 1,600 pupils across Nursery, Primary, Secondary, and Post-16 phases.

Our Provisions:

- Nursery (104 places, 30-hour provision)
- Primary (3FE)
- Secondary (6FE)
- Post-16 provision
- Community Links: Adult Learning Centre, Community Sports Centre, and partnerships with local businesses and organisations.

Community Sports Facilities

- State-of-the-art amenities include a 3G floodlit AstroTurf pitch, climbing wall, gymnasium, dance studio, MUGA, and a 187-seat theatre, serving both students and the wider community.

Academic Performance

- Ofsted: 'Good' in the last two inspections (2018 and 2023).
- Strong progress measures across all key stages, with Post-16 students achieving high value-added scores and excellent outcomes in A Levels and vocational qualifications.
- Continued focus on raising standards and expanding Post-16 provision.

Student Profile

- High levels of diversity:
 - 60% of students speak English as an additional language.
 - Above-average proportion of students with SEND support and Education Health Care Plans.
- Pupil Premium: Currently 48% of students
- Inclusive ethos with strong pastoral systems and robust behaviour management.

Location

- Alec Reed Academy is located in Northolt, West London, close to the A40 and M25.
- Transport Links: 20-minute walk or short bus ride from Northolt Tube (Central Line); Greenford Tube connects to National Rail.
- Community: Northolt offers urban convenience with quick access to central London and proximity to green spaces and towns such as Marlow and Beaconsfield.

Ethos & Values

Our mission is to prepare children for adult life by:

- Delivering high-quality education and fostering lifelong learning.
- Promoting confidence, ambition, and personal worth.
- Building strong partnerships with families and the local community.
- Upholding values of hard work, honesty, respect, and care for others.

Staff Testimonials



A great place to work with lots of friendly people. My first week here was well planned and gave me the opportunity to meet and shadow relevant co-workers. Everyone was really kind and helpful in offering up their time and knowledge on school policies and structure, staff responsibilities, showing me around. It was overwhelming but I feel that my introduction was relaxed, yet thorough, which really helped me to settle into my new role.

Home Attendance Liaison Officer



All staff were so welcoming and friendly when I joined ARA. I love the fact that every day is different and very rewarding in my role.

SaFE Worker



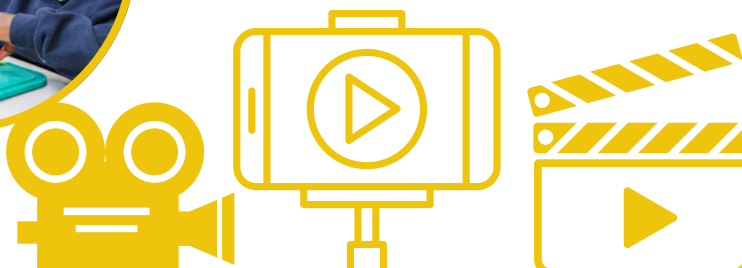
The academy is fantastic at supporting your professional development and progression. Myself and many others have been encouraged to apply for ambitious roles and responsibilities within the academy, as well as continuing our development through courses, such as an NPQSL.

Lead Practitioner – English Cross-Phase Links and Aspiration Programme



I was really impressed by the school when I came for my interview and induction because I felt as though there was a focus on the important things that matter most to students and staff. I also feel that the compassionate approach that underpins how staff interact with students is in line with my own beliefs. All the staff have been so supportive but also really honest about the challenges and what they are doing to keep improving the school.

Geography Teacher



Stay updated with our Weekly Principal Vlog's on YouTube or read our seasonal newsletters for the latest news!



Dear Candidate,

Thank you for your interest in the Bertha Earth School Based Facilitator position at Alec Reed Academy. Join us in leading a transformational programme that empowers young people to become environmental changemakers. You'll work with students through outdoor learning, leadership development and unique residential experiences, helping them build confidence, resilience and a connection to the natural world. This is a rewarding opportunity to shape an innovative enrichment programme and make a lasting impact on students' lives.

Alec Reed Academy is a vibrant and diverse all-through school serving a community full of aspiration and potential in West London. While our context includes areas of high deprivation, our students demonstrate strong ambition, resilience, and pride in their learning. We are equally proud of our staff, whose commitment and professionalism have contributed to our continued improvement and our 'Good' Ofsted outcomes over the past two inspections.

One of the unique strengths of Alec Reed Academy is that all business services operate entirely in-house – from HR and Finance to IT, Buildings, Hospitality, and Hygiene. This integrated model ensures consistent, responsive, and personalised support for staff, enabling quick resolutions, seamless collaboration, and a working environment where people feel valued and well supported. Our culture is built around respect, honesty, and kindness, and this is reflected in the way we work together every day.

The Academy continues to invest in staff development, leadership capacity, and high-quality facilities. We benefit from strong governance, financial stability, and a clear improvement trajectory that we look forward to celebrating in our next inspection.

If you would like to discuss the position confidentially or require further information before applying, please contact the HR Team at hr@alecreedacademy.co.uk.

We reserve the right to hold interviews in advance of the closing date should a favourable application be received.

We look forward to hearing from you.

Matt Hire
Executive Principal



Advertising the role of **BERTHA EARTH SCHOOL BASED FACILITATOR**

TLR3 £2,000 per annum, fixed-term role

Closing date for completed applications: 13th September 2026

Interviews will be held: w/c 14th September 2026

"What stands out most about working here is the positive atmosphere and the strong sense of teamwork among staff. Everyone is focused on helping students succeed, and there's a genuine commitment to creating a safe, inclusive, and motivating environment" Subject Leader - PE & Sport.

Join us in leading a transformational programme that empowers young people to become environmental changemakers. You'll work with students through outdoor learning, leadership development and unique residential experiences, helping them build confidence, resilience and a connection to the natural world. This is a rewarding opportunity to shape an innovative enrichment programme and make a lasting impact on students' lives.

This position is to commence as soon as possible and is fixed-term for one year in the first instance.

Skills & Experience needed:

- The role of Bertha Earth School Based Facilitator is to lead, coordinate and deliver the Programme within ARA, enabling students to develop environmental awareness, leadership skills and wellbeing through a structured programme of weekly sessions, training, and enrichment activities
- Applicants must be a Qualified teacher with experience of outdoor learning, sustainability or environmental education
- Experience of leading trips/residentials with a strong commitment to student wellbeing and enrichment
- Excellent organisational and project management skills with the ability to lead initiatives and manage external partnerships
- Strong communication and interpersonal skills.

What we offer you:

- An Ofsted 'Good' school and an exciting place to work
- Complimentary use of our newly refurbished, state of the art Fitness Suite
- A comprehensive and ongoing CPD programme to support your professional growth
- Reimbursement of annual professional memberships and fees
- Subsidised meals served in our high-quality in-house restaurant
- Family-friendly policies, including enhanced paid dependants' leave, religious observance days, wedding and funeral leave, moving day leave, and paid time for NHS medical appointments
- Access to our Employee Assistance Programme and Occupational Health services
- Access to a range of discount schemes including Blue Light Card, Discounts for Teachers, and Costco membership.

Commitment to safeguarding:

- ARA is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination
- The aim is for our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.

We reserve the right to hold interviews in advance of the closing date should a favourable application be received.

ARA is committed to the protection and safety of our learners. The successful applicant will be required to undertake an enhanced criminal record check via the Disclosure and Barring Service and Social media check prior to commencing the role.



JOB DESCRIPTION

BERTHA EARTH SCHOOL BASED FACILITATOR



Line Manager: SLT Link (e.g. Assistant Principal/ Programme Lead)

Purpose of the Role

To lead, coordinate and deliver the Bertha Earth Ambassadors Programme within Alec Reed Academy, enabling students to develop environmental awareness, leadership skills and wellbeing through a structured programme of weekly sessions, training, and enrichment activities.

The postholder will act as the main point of contact between the academy and Bertha Earth and ensure the successful implementation, monitoring and evaluation of the programme.

Key Responsibilities

Programme Delivery

- Lead weekly timetabled Bertha Earth sessions (e.g. Year 7 cohort sessions, including lesson and debrief time).
- Plan and deliver engaging sessions focused on environmental education, storytelling and student leadership.
- Facilitate weekly reflection/debrief opportunities for participating students.
- Ensure the programme is delivered in line with Bertha Earth expectations and values, including protecting student and staff wellbeing

Student Recruitment and Engagement

- Lead the launch of the programme, including whole-cohort assemblies and application processes.
- Coordinate selection of a representative student cohort (e.g. aligned with school demographics such as PP).
- Maintain engagement and high participation across the programme.

Programme Coordination

- Act as the academy's main liaison with Bertha Earth programme leads and external partners.
- Coordinate all programme logistics including:
 - Training days and attendance requirements (throughout the academic year)
 - Residential/retreat organisation (e.g. Wales trip for approximately 30 students)

JOB DESCRIPTION (CONTINUED)

BERTHA EARTH SCHOOL BASED FACILITATOR

- Risk assessments and trip planning
- Ensure programme dates are calendared and communicated effectively across the school.

Training and Professional Development

- Attend all mandatory Bertha Earth training sessions, including multiple sessions across the academic year.
- Participate in residential training/retreat experiences as required.
- Engage in ongoing professional development linked to outdoor learning and environmental education.

Financial and Administrative Management

- Manage allocated programme budget (approx. £5000) in line with Bertha Earth funding requirements.
- Ensure accurate tracking of expenditure (e.g. resources, cover, transport).
- Submit evidence and claims for reimbursement through the Bertha Earth funding portal.
- Maintain appropriate records, registers and evaluation data.

Events and Enrichment

- Plan and deliver a high-quality programme launch event.
- Organise and lead participation in:
 - Residential experiences
 - Celebration events (including parental engagement opportunities)
- Promote the programme across the academy and wider community.

Whole-School Contribution

- Support the integration of outdoor learning and environmental education within the wider curriculum.
- Contribute to the development of the academy's outdoor space and enrichment offer.
- Work collaboratively with colleagues, including SLT, pastoral teams and support staff.



This role plays a central part in enhancing students' opportunities and personal development by fostering environmental awareness, developing leadership skills and confidence, and encouraging meaningful engagement with education beyond the classroom.

Essential

- Qualified teacher
- Experience of outdoor learning, sustainability or environmental education
- Experience of leading trips/residentials
- Strong commitment to student wellbeing and enrichment
- Excellent organisational and project management skills
- Ability to lead initiatives and manage external partnerships
- Strong communication and interpersonal skills

Desirable

- Experience managing budgets or funded programmes
- Interest in curriculum innovation and alternative provision

Additional Notes

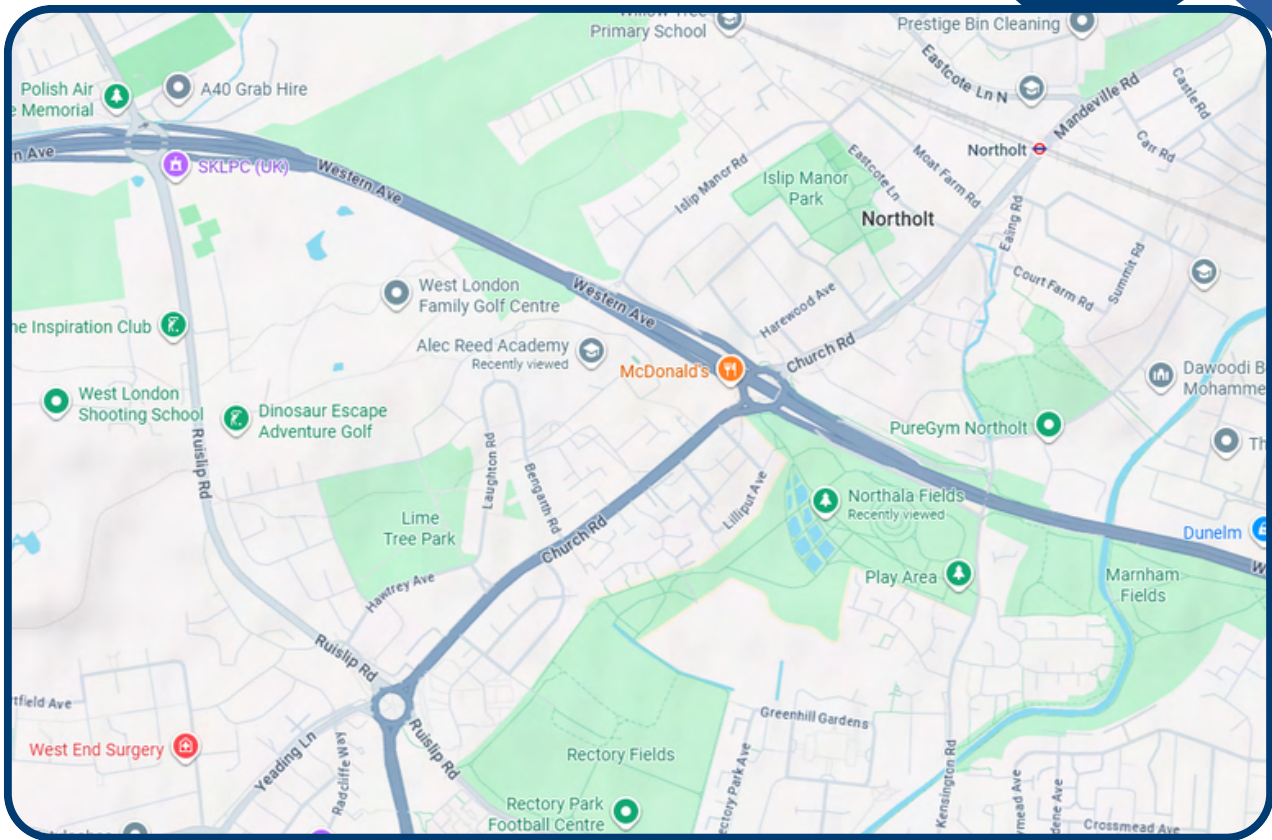
- The role includes some off-site work, including training and residential commitments.
- The postholder will require flexibility to attend events beyond the standard school day where necessary.

PERSON SPECIFICATION

BERTHA EARTH SCHOOL BASED FACILITATOR



Contact Us



020 8841 4511

Bengarth Road, Northolt, Middlesex, UB5 5LQ

HR@alecreedacademy.co.uk

... Or visit our website

www.alecreedacademy.co.uk

