

INFORMATION PACK

ALTRINCHAM GRAMMAR SCHOOL FOR GIRLS

The Alliance for Learning SCITT Subject Leader: Secondary

Part-time (0.7 FTE, 3.5 days per week)

Required as soon as possible

Bright Futures Educational Trust

Bright Futures Educational Trust (The Trust) is a multi-academy trust set up in 2011. The Trust is made up of a richly diverse group of schools in Greater Manchester and Blackpool. We are passionate about working together within and beyond the Trust to achieve our aspirational vision: the best *for* everyone, the best *from* everyone. We are an organisation that is underpinned by values of: community, integrity and passion. In everything we do, we remember that we are accountable to the children, families and communities that we serve.



Our schools have their own identities and form one organisation and one employer, Bright Futures Educational Trust. Bright Futures' Board of Trustees maintains strategic oversight of the Trust and delegates some of its responsibilities to the Executive Team, Principals and local governing bodies. We place a high value on integrity and probity and take seriously our accountabilities for making the best use of public money. How decisions are made is described in our delegation framework. You can find out more about the Trustees and the Executive Team on our website: <http://bfet.co.uk/about-us/>.

The central team, comprises the Executive Team: John Stephens, CEO; Edward Vitalis, Chief Operating Officer; Gary Handforth, Director of Education; Lisa Fathers, Director of Teaching School and Partnerships and Lynette Beckett, Director of HR & Strategy. The focus of these roles is to work with schools, providing high quality and timely guidance, leadership, challenge and support. In addition to the executive team, we have central operations for finance, HR, educational psychology and Digital Technologies. Please see our website brochure which explains our central operations: [Working together for a Bright Future](#).

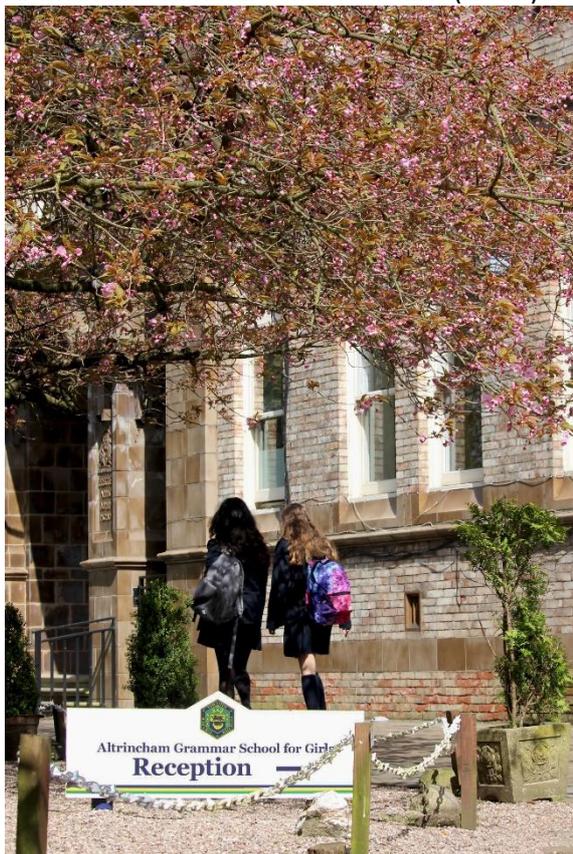
Collaboration and strong relationships form one of the 'commitments' in our Strategy and all components of the Bright Futures' family work closely together. Our Strategy was developed collaboratively and can be found on our website: [Our Strategy](#).

Bright Futures Development Network is another important component of our organisation. Underneath this umbrella we have large development networks and hubs and a significant team of staff. Within this outward facing area of Bright Futures, we have a commercial offer run through 'The Alliance for Learning' which runs as a commercial business providing school improvement services and CPD to over 700 schools and services

our own schools. Also we have a **Maths Hub: 'North West 1'** providing Mathematics training and coaching to 500 schools and an Initial Teacher Training function our '**Alliance for Learning SCITT**' (School Centred Initial Teacher Training) with trainee teachers in every phase: Early Years, Primary and Secondary which makes it the largest SCITT in the NW. In January 2021 after significant national reforms to the teaching school policy Bright Futures was designated with two new large-scale Teaching School Hubs. The areas we serve are: LWY6 - 291 - Manchester, Stockport LWY8 - 192 - Salford, Trafford. This growth and expansion in our outward facing work brings about significant increase in accountability and reach. **The two Bright Futures Teaching School Hubs** are designed to provide strong strategic regional leadership to build strong partnerships to support teachers and leaders in every phase and type of school, at each stage of their development. A crucial part of the hub remit is carefully ensuring structured collaboration. The Teaching School Hubs are at the forefront of providing high quality professional development, playing a significant role in the implementation and delivery of: The Early Career Framework, National Professional Qualifications, Initial Teacher Training and Continuous Professional Development. The Hubs will work directly with the DFE and national NPQ/ECT providers. In addition to this, the Hubs will enhance the professional development needs of the academies within Bright Futures.

Altrincham Grammar School for Girls

Altrincham Grammar School for Girls (AGGS) is a highly successful single sex 11 -18 academy in the South Trafford area. AGGS was in the first cohort of schools to be designated a national teaching school in 2011. AGGS is the lead school in 'The Alliance for Learning', which comprised schools of every type and phase, plus universities, throughout a wide geographical area. The impact of teaching school activities has been felt within the Trust and far beyond. We have a reputation for excellence regionally and nationally, of which we are very proud.



AGGS is committed to providing equal opportunity in recruitment and employment to all individuals. We will consider candidates without regard to race, ethnicity, gender, religion, sexual orientation and identity, national origin, age, military or veteran status, disability or any other legally protected status; and without discrimination based on socioeconomic, marital, parental or caregiving status, or any of the previously listed characteristics or statuses.

We value the diversity of our staff and reject any form of harassment, discrimination or victimisation. The Bright Futures Educational Trust vision is: 'the best for everyone, the best from everyone'. To achieve this, we create and maintain a work environment and culture where people from different backgrounds, and with varying lifestyles,

interests, opinions and responsibilities, treat each other with dignity and respect. It is a climate in which our staff feel safe and are inspired and motivated to be their best.

Our school is dedicated to sustaining and promoting diversity with respect to recruitment, promotion, training and general treatment during employment. We are actively seeking to extend the diversity of our staff. Furthermore, we welcome candidates who have not had previous experience of working in a grammar school.

We aim to ensure that our recruitment processes set up all candidates for success. At interview our aim is to provide a positive experience. We don't want to catch anyone out, but rather to provide the opportunity for all candidates to be themselves and show us what they are capable of.



Why work for us?

Bright Futures

A great place to work

We offer a great opportunity to join an organisation which really lives its values. Our working environment is very inclusive and whilst you can expect to be challenged in your role, you will be supported through professional learning, treated fairly and with dignity and respect. Please see the Equality, diversity and inclusion statement on our website: <http://bfet.co.uk/vacancies/>.

Terms and Conditions

- Salary:** School Teachers Terms and Conditions L4-L 8. £45,657 -£50,397 (FTE). Actual pay for 3.5 days per week £31,960 -£35,278
- Hours:** Subject to recruiting before September the role will be two days a week until September when we would like it to increase to three and a half days a week. This will allow a significant induction and handover period.
- Flexible working will be considered, please discuss at interview if you wish this to be considered.
- Location of work:** You will be based at one of our locations in Trafford e.g. Altrincham and you will be expected to travel and work from other locations.
- Pension:** Teachers Pension Scheme: <https://www.teacherspensions.co.uk/>
- Other:** We offer salary sacrifice schemes for purchasing bikes used for travel to work and technology for personal use, through monthly interest free salary deductions.

How to Apply

We can only accept completed application forms, rather than CVs. This is because the regulatory guidelines of Keeping Children Safe in Education, require us to check various details of job applicants and an identical application format for each candidate enables us to do this.

Our website contains our application form and disclosure of criminal background form. **Both** completed forms should be emailed to vacancies@bfet.uk by 4pm on 26th April 2021.

We are planning to conduct the selection process in person at Altrincham Grammar School for Girls on 29 April 2021. You will be notified after the closing date whether you have been shortlisted for 29th.

Keeping Children Safe in Education

Bright Futures Educational Trust is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974; pre-employment checks will be carried out and references will be sought for shortlisted candidates and successful candidates will be subject to an enhanced DBS check and other relevant checks with statutory bodies.

Data Privacy

You can find the details of how we use the personal data that you provide us with in our Job Applicants' privacy notice on our website: <http://bfet.co.uk/wp-content/uploads/2018/07/BFET-Applicant-privacy-notice-002.pdf>



JOB DESCRIPTION

SCITT Subject Leader: Secondary

Reporting to Alliance for Learning SCITT Director

JOB SUMMARY

The Secondary Subject Leader is responsible for the areas set out below and reports to the Deputy Director of Teaching School Hub/SCITT Director who will continue to have leadership responsibility for the SCITT and who will support the post-holder. The Secondary Subject Lead will hold responsibility for the smooth running of the secondary programme, including supporting all trainees, interviewing potential candidates, running training sessions, and the design and implementation of the curriculum.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

- Effective management of the SCITT Secondary Initial Teacher Training (ITT) programme
- Managing recruitment to all Secondary ITT programmes and ensuring a smooth and appropriate transition to the NQT phase through the completion of career entry profiles
- Being a point of contact for the day-to-day management of Secondary trainees and acting as a positive role model
- Contributing to training at both a subject and a general level and reflecting the Bright Futures values of passion, community and integrity at all times.
- Managing the quality assurance of the programme and the school-based mentoring to enable parity of experience for trainees
- Promptly managing support for trainees or mentors as required to support progress
- Supporting the SCITT Director to ensure that the Secondary ITT programme meets statutory requirements for training across all phases
- Ensuring the maintenance of accurate and up-to-date information concerning ITT, demonstrating key impacts, progress and intervention where needed and report to SCITT Director
- Keeping up-to-date with national, regional developments in Secondary curriculum and teaching practice and methodology
- Further development of Core Content Framework in partnership with the Primary Lead.
- To ensure the provision is always Ofsted ready
- Ensuring Secondary SCITT marketing activities take place seeking support from the marketing team at the Alliance for Learning
- Supporting the SCITT manager and SCITT director in the organisation of placements across the training year

Other general Senior Leadership responsibilities, behaviours and expectations

- Develop and maintain a culture of high expectations for self and others.
- Contribute to improvements across the whole Trust
- Lead by example in all aspects of leadership consistently promoting the Trust's vision, values and commitments
- Commitment to the development of all staff as well as challenging underperformance at all levels and ensuring effective action and follow up at an appropriate pace.
- Work to the 'Nolan Principles' of public life: Selflessness, Integrity Objectivity, Accountability, Openness, Honesty, Leadership.
- A commitment to maintaining confidentiality and acting with discretion at all times



- Support and occasionally lead the development and maintenance of Trust wide and academy policies and practices to ensure consistent application.
- A positive approach to challenges, which seeks solutions to problems and addresses difficulties with positivity and good humor.

PERSON SPECIFICATION

Category	Essential	Desirable	Method of assessment
Qualifications, Education, training	<ul style="list-style-type: none"> • Degree and teaching qualification QTS • Recent relevant in-service training 	<ul style="list-style-type: none"> • Post-graduate qualification 	<ul style="list-style-type: none"> • Application form • Certificates
Relevant Experience	<ul style="list-style-type: none"> • Successful teaching experience at KS3 and KS4 • Substantial and successful work within ITT as professional or subject mentor 	<ul style="list-style-type: none"> • Successful teaching experience at KS5 • Engagement with research • Budget management • Experience with ITT recruitment 	<ul style="list-style-type: none"> • Application form • Interview
Knowledge, skills and abilities	<ul style="list-style-type: none"> • Excellent oral and written communication skills • Ability to work as part of a successful team • Ability to manage and motivate others. • Ability to plan, organise, review and adapt. • Excellent ICT skills • Strong verbal and written communication skills. • Ability to build strong working relationships with all stakeholders • Ability to work under pressure and unsupervised on own initiative working to tight deadlines • Ability to preserve confidentiality and discretion • Experience of leading and managing a programme or team 	<ul style="list-style-type: none"> • Knowledge of cloud based learning platforms or other online systems • Knowledge of DfE ITT systems 	<ul style="list-style-type: none"> • Application form • Interview • Task



Category	Essential	Desirable	Method of assessment
Safeguarding	Commitment to demonstrating a responsibility for safeguarding and promoting the welfare of young people.		<ul style="list-style-type: none">• Application form• Interview• Task
Our Values	Community: Evidence of working together for a common purpose and encouraging diversity		<ul style="list-style-type: none">• Interview• Tasks
	Integrity: Evidence of doing the right things for the right reason		<ul style="list-style-type: none">• Interview• Tasks
	Passion: Evidence of taking personal responsibility, working hard and having high aspirations		<ul style="list-style-type: none">• Interview• Tasks