

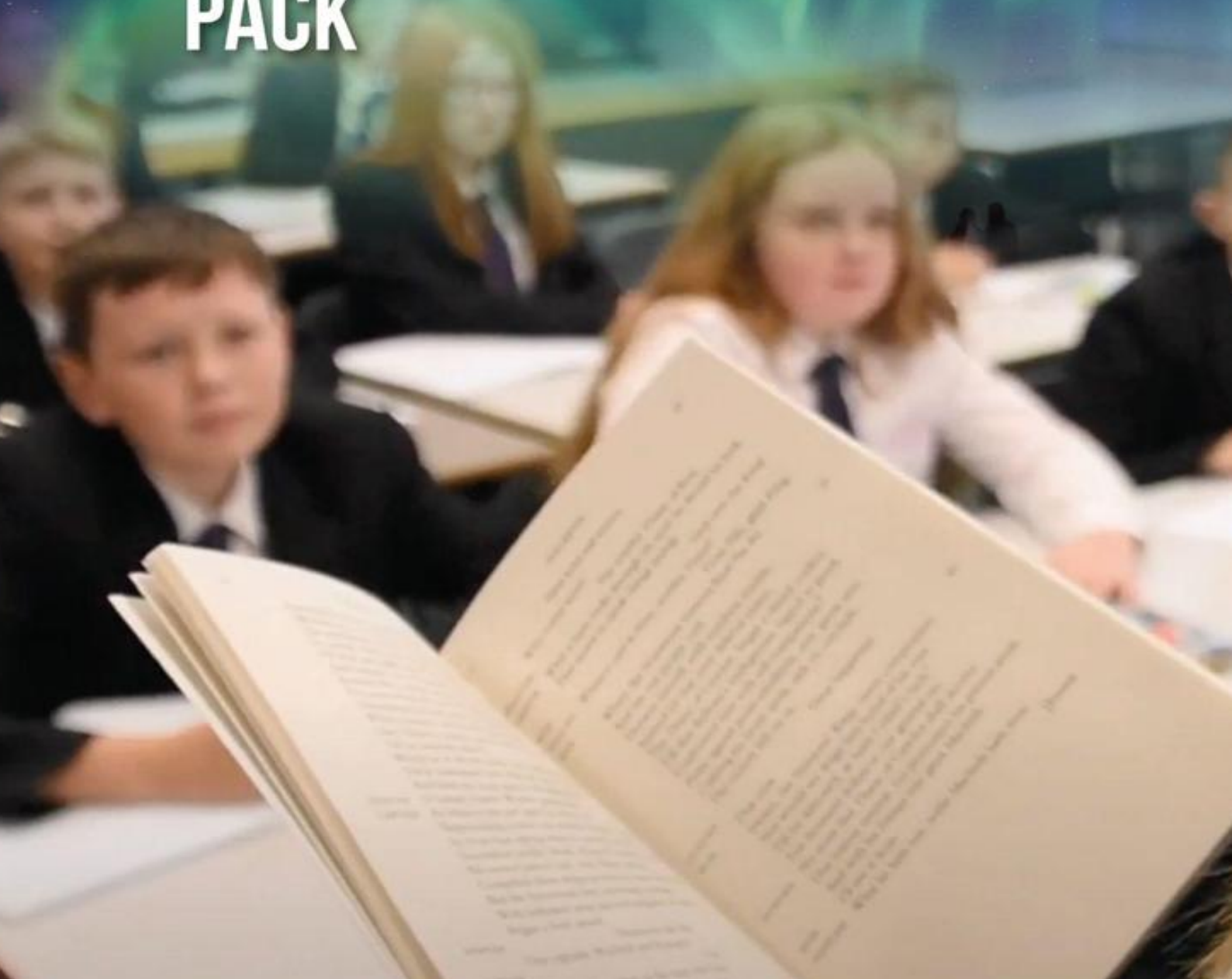


Northern
Lights

LEARNING TRUST

Deputy Head
For Behaviour and Culture
Venerable Bede CE
Academy

APPLICATION PACK



Northern Lights



We are a Multi-Academy Trust currently comprising ten schools – primary and secondary – and over 4,200 children and young people in an area stretching from Teesside through to Wearside.



We are a Teaching School Hub, one of 87 DfE centres of excellence for teacher training and development, focused on some of the best schools and multi-academy trusts in the country.



We are an Early Years Stronger Practice Hub, set up by the DfE to provide advice, share good practice and offer evidence-based professional development for early years practitioners.

OUR SCHOOLS



Benedict Biscop CE Academy
Sunderland



Dame Dorothy Primary School
Sunderland



Grange Primary School
Hartlepool



Hart Primary School
Hartlepool



Holley Park Academy
Washington, Sunderland



Ian Ramsey CE Academy
Stockton-on-Tees



St Aidan's CE Academy
Darlington



St. Helen's Primary School
Hartlepool



St. Peter's Elwick CE Primary School,
Hartlepool



Venerable Bede CE Academy
Sunderland

Every Northern Lights school has its own values and its own vision and that's really important to us because all of our schools are there to serve our community but equally, our Trust is there to serve each other.

We do that with humility and with an openness because at Northern Lights it's not all about the academic – that is really important to us – but we know, as a Trust, we are successful if we have ensured that in an holistic way our children and young people have had every opportunity to experience, to flourish, to thrive, to understand the wonder and the joy of the world around them.

– Jo Heaton OBE, Chief Executive, Northern Lights Learning Trust

Welcome from the CEO



Thank you for your interest in the position of Deputy Head for Behaviour and Culture within Northern Lights Learning Trust.

Venerable Bede is one of our secondary schools that is on a journey of change. It has fantastic potential and is at an exciting point in its development. The opportunity has arisen under the new Head of School to develop the Senior Leadership team and drive forward the change that has already begun. This post will appeal to those of us who are driven by wanting to make a difference. People who are passionate about school improvement and get job satisfaction from developing schools and making a visible difference.

This role has a wide range of opportunities going forward to work across the Trust if the post holder has those career aspirations. It also will enable the post holder to visibly show the improvements and difference they have made. If this excites you to apply, then we want to hear from you!

We are a passionate, experienced team at Northern Lights and work collaboratively together, in our Northern Lights' Way.

We are a growing Multi-Academy Trust that is currently made up of 3 secondaries and 7 primaries across Wearside and Teesside, with our central offices based in Seaham. We educate over 4200 pupils and employ over 550 members of staff and serve a diverse range of schools and communities. Each of our schools have their own individual ethos, values and vision, which sit together as part of our Northern Lights vision of 'Shining Together and Stronger Together'. As a CofE MAT, our schools are a mixture of Church and non-Church schools that range in size and levels of disadvantage. We see this diversity as a real strength to learn from and work with each other.

As a Multi-Academy Trust we are at the heart of the current educational landscape, as a designated DfE Centre of Excellence as a Teaching School Hub and DfE Early Years Hub, responsible for teacher development across all ages and phases of education, working with over 300 schools. We are collaborative in our approach and value professional development highly in all we do. We have a range of school improvement history success and develop staff to be effective practitioners and leaders of the future. There will be opportunities for the right candidate to have opportunities across the Trust and beyond, if they would like to develop this aspect of the role.

We seek to be an employer of choice, with 100% of staff satisfaction in our latest survey, '*I am proud to work for a forward-thinking Trust who put people development at the heart*'. We seek to support our staff to develop and thrive.

We are looking for someone whose values align with us as a Trust and has the drive and ambition to work collaboratively to provide the best opportunities and outcomes for our young people.

We look forward to receiving your application.

Yours faithfully

Jo Heaton
Chief Executive Officer

Welcome from the Head of School



Thank you for your interest in the Deputy Head for Behaviour and Culture post at Venerable Bede, where it is my privilege to serve as Head of School. We are a vibrant secondary school serving our local community. We sit on the border of Ryhope, Silksworth and Doxford Wards in Sunderland, but we have pupils who attend our school from across the City and beyond. It is our goal to provide an inclusive education, within the context of our local community, in which the rights of everyone are respected, regardless of personal beliefs. We are proud to be a school at the heart of our community.

We are a medium sized secondary school, built to accommodate 900 pupils. Our fundamental aim is to equip our pupils with the qualifications and skills which they will need to take their place in a modern British society. We hope that we play our part in helping our pupils understand how to live “Life in all its fullness” (John 10:10). Our mission statement is embodied in our school motto: “Soar to the Heights Together”. Our staff do not need to have experience in a Church of England school, or have a personal faith. Church of England schools are not faith schools – they were set up to ensure all children flourish, particularly our most vulnerable.

We want all of our pupils to reach their full potential. For each of our pupils we hope that with the guidance and support of their families and teachers, each of them will be able to develop their individual talents and fulfil their lifelong goals. I firmly believe that all children should have equal chance of success. It should be our goal in schools to enable all pupils to thrive, instilling in them a thirst for knowledge, and enabling them to understand how they play their part in unlocking their potential.

Every child deserves the right to a broad and balanced curriculum. At Venerable Bede Academy, we offer a broad curriculum and have a range of transitional opportunities with our primaries (Y6) and local colleges (Y12).

Thank you for your interest in our academy. Visits to the school are welcome, by prior arrangement. Please contact Emily Sanger on 0191 594 7033 option 2 to arrange a visit.

Kind regards

Tracey Burgess
Head of School

Deputy Head - Behaviour and Culture

Permanent position required from May 2025
for Northern Lights Learning Trust
Based at Venerable Bede CE Academy
L18 – L22 £75,675 - £83,464 per annum,
Salary negotiable for right candidate
Teachers' Pay and Conditions

Do you thrive on making a difference?
Do you have experience of school improvement and can lead change?
Do you want the opportunity to look back and know you changed lives?

Do you want to be a part of a transformational journey and thrive in supporting colleagues
and pupils to achieve their very best?

Can you forge connections and a culture of 'belonging'?
Do you believe strongly in the power of relationships?

Venerable Bede is a school on a journey of change, having joined a high performing Trust recently, with new senior leaders and is an exciting time to join us. Please contact us to find out more about this opportunity to develop your career.

We are seeking to appoint a dedicated and inspirational Deputy Head for Northern Lights Learning Trust, to join the Senior Leadership Team at Venerable Bede CE Academy.

This role involves working closely with the Head of School and Northern Lights education team to support an agenda of change, translating vision into practice and driving school self-evaluation and school improvement across the school.

We are looking for a candidate who shares our values, passion and commitment for improvement. We want a motivational, enthusiastic and dynamic leader to work closely with the Senior Leadership Team.

This role provides future opportunities for Trust wide working and work in the wider educational system, for the right candidate who seeks to develop in this way.

All candidates must be able to demonstrate high standards of classroom practice, good inter-personal skills and be supportive of Northern Lights and Venerable Bede CE Academy's values and ethos and bring these to life in practice. Candidates should be able to work well with parent/carers/carers and external services.

If this is you, we would really welcome your application!

In return you will receive:

- A supportive working environment that puts people at the heart of the organisation
- The opportunity to work as part of a growing Trust and shape this role
- Continuous professional development
- A range of Trust initiatives that improve wellbeing. Current initiatives include an annual wellbeing day
- Removal of performance related pay as a Trust
- National Terms and Conditions of Employment
- Teachers' Pension Scheme

Employee welfare package through Education Mutual including:

- 24-hour GP access
- Nurse support service
- Mental health services, including stress management, mental health first aid training and bereavement support
- Free Flu vaccinations
- Counselling Services
- Physiotherapy
- Financial wellbeing coaching
- Maternity and Paternity support
- Menopause support
- Access to useful wellbeing resources

Employee benefits package through Vivup including:

- Cycle to work scheme
- Lifestyle savings including discounts on shops, food and drink and days out

CLOSING DATE:

Applications must be received by: Thursday 13th February 2025 9am
Short Listing will take place on: Friday 14th February 2025
Interviews will take place on: Week commencing 17th February 2025

HOW TO APPLY:

Letters of application should be returned, along with a Northern Lights Learning Trust application form, to recruitment@nllt.co.uk or by post to Northern Lights Learning Trust, Spectrum Business Park, Lighthouse View, Building 2, Seaham, SR7 7PR

Applications will only be considered on receipt of an application form, CVs and other forms of application will not be accepted. For further information, please contact Emily Sanger on 0191 594 7033 option 2.

Details of the Trust can be found on the Trust website: <https://northernlights.education/nllt/>

Details of the school can be found on the school website:
<https://www.venerablebede.co.uk/>

JOB DESCRIPTION

POST: Deputy Head

RESPONSIBLE TO: Head of School, Executive Education team, Senior Leadership team, CEO, and Local Governing Body.

RESPONSIBLE FOR: Behaviour and Culture

SALARY BAND: L18 – L22 £75,675 - £83,464

START DATE: May 2025

DHT BEHAVIOUR & CULTURE

Key Purpose of the Position:

The Deputy Head (Behaviour and Culture) is a senior leadership role responsible for the strategic and operational oversight of all aspects of pastoral care, including standards. The role ensures the school provides a safe, calm, supportive, and nurturing environment that promotes the mental, emotional and social development of every pupil. The Deputy Head (Behaviour and Culture) will work closely with the Head of School, central team, senior leadership team, pastoral staff, and external stakeholders, to develop and implement policies and practice that enhance the wellbeing and personal development of students and a whole school culture of 'belonging'.

To play an instrumental role in developing provision in Venerable Bede to be high performing, forward thinking and meeting the needs of our children, to enable everyone to flourish.

To deputise and undertake to the extent required by Trust and school Senior leaders, including the Head of School, the professional duties of the Head of School in the event of her absence from school.

The duties outlined within this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document. It may be modified by the CEO, all senior staff and Central Team, in consultation with the post holder to reflect or anticipate changes in the job role.

KEY RESPONSIBILITIES

To assist the Head of School by:

- Sharing in the leadership of the school, sharing the vision and transferring the vision into reality.

- Energetically support the leadership of an agenda of significant change, to raise standards and outcomes in all areas of academy life.
- Dealing successfully with situations which may include tackling difficulties and conflict resolution, working effectively with staff, pupils, parents and wider stakeholders.
- Taking a key role in the operational management across school, including effective communications.
- Responsible for effective policy management and implementation to ensure effective pastoral care across whole school.
- Providing appropriate and effective support and challenge to key leaders across the school specifically the Assistant Headteachers to enable them to carry out their roles effectively, holding to account to ensure the highest standards.
- Actively promoting a culture of inclusion where pupil and staff's opinions and well-being are valued through the raising of aspirations, achievement and attainment.
- Providing appropriate and effective support and challenge to staff, ensuring welfare systems and approaches for all members of the school community create a safe, positive and caring ethos.
- Be a Deputy DSL with an overview of all safeguarding matters, including responding to concerns, managing cases, and liaising with external safeguarding bodies. Take a DSL role if required.
- Managing the performance of the school's staff through the provision of appropriate procedures of appointment, induction, performance management to maximise effective learning.
- Develop a knowledge of behaviour risk management and producing and managing risk assessments across the school, working with support staff and in partnership with the Head of School and senior leaders.
- Promoting effective relationships through networking with other schools in the Trust, external bodies, notably parent/carers, other schools and the wider community which promotes a positive image of the school and all other partners as appropriate.
- Demonstrate the Christian ethos and values of Venerable Bede Academy in everyday work and practice. To motivate and work with others to create a shared culture and positive climate.

Work alongside members of the senior leadership team in Venerable Bede and the wider Trust in the following areas:

Leadership and management of Behaviour and Culture

- Oversee the school's systems of behaviour and culture, ensuring a comprehensive framework that supports the emotional, social, and behavioural development of students.
- Implementation of the Behaviour Policy, ensuring that all pupils flourish through a relational, belonging culture.
- Be a highly visible presence, supporting pupils and colleagues and leading by example.
- Support Pastoral Team, Heads of Year, Heads of Department and leaders at all levels in managing and improving behaviour through the consistency of policy in practice and adapting provision for those pupils who have an identified need, including through mechanisms such as Thrive and IQM.
- Lead on standards of uniform and presentation.

- Analyse and respond to behaviour data, patterns and any identifiable barriers through producing regular reports via school reporting systems on internal exclusion, fixed-term and permanent exclusions.
- Create and supervise daily school operations to support a calm, orderly and safe environment through the promotion of good behaviour management at all times.
- Provide staff with CPD and guidance regularly, thus ensuring consistency and support.
- Deal positively and proactively with parent/carers to address any barriers, concerns or complaints effectively.
- Contribute to school evaluation and development of documentation in relation to behaviour and culture.
- Lead on the Behaviour and Attitudes area of the Ofsted framework as part of the senior leadership team.
- Work with DHT (Curriculum) in regards to all Teaching & Learning and Curriculum provision being inclusive and high ambition for all, inclusive of those with SEND.
- Attend the LGB meetings as required, reporting on all aspects of behaviour and culture.
- Lead on new pupil induction and transition processes.
- Oversee the development of restorative practices and positive behaviour strategies.

Leadership and management of Attendance

- Support the Head of School and senior leaders in interpreting school attendance information, developing effective attendance procedures, and creating a culture of high expectations and a proactive approach related to improving attendance.
- Ensure highest levels of attendance via strategic planning to reduce absence, persistent and severe absence, and lateness across all groups of pupils.
- Ensure highest levels of punctuality to lessons, leading strategic interventions as necessary.
- Ensure attendance of pupils and staff continues to improve by embedding a culture of belonging across the whole school.

Leadership and management of Safeguarding

- Lead on strategic leadership of Safeguarding if directed or required.
- Manage the Deputy DSLs if directed or required, ensuring up-to-date training and compliance with all relevant safeguarding legislation and school policies, including but not limited to the Safeguarding Policy and the overall H&S Policy.
- Ensure alongside all senior leaders that all staff and Governors are trained and confident in recognising and responding to safeguarding concern.
- Working with the DSL to ensure a strong culture of safeguarding across all aspects of school.

Leadership and management of Personal Development/Wellbeing

- Liaise with, and oversight of all designated staff related to role to ensure behaviour and attendance strategy contribute to an ongoing rewards process and daily procedures and Curriculum provision.
- Liaise with Deputy and Assistant Headteachers in the development of strong pupil leadership, empowering pupil voice across all aspects of school life.

- Liaise with Deputy and Assistant Headteachers on parent/carer engagement – work to overcome barriers and evaluate parent/carer views.

OTHER DUTIES

- Carry out any other duties commensurate with the role that the Head of School or senior Trust and school staff may direct from time to time.
- Participate in the Performance Management system for the appraisal of own performance.

Additional responsibilities - the post holder must:

- Demonstrate a commitment to safeguarding and promoting the welfare of children and young people, staff and volunteers;
- Demonstrate a thorough understanding of safeguarding and safer recruitment policies and procedures, and their application within an educational setting/environment;
- Act in compliance with data protection principles in respecting the privacy of personal information held by the Trust;
- Comply with the principles of the Freedom of Information Act 2000 in relation to the management of Trust records and information;
- Attend any out of school hours activities as required by Senior staff
- Carry out their duties with full regard to the Trust's Equal Opportunities Policy, Staff Code of Conduct, Child Protection Policy and all other Trust Policies;
- Comply with the Trust Health and Safety rules and regulations and with Health and Safety legislation.

PERSON SPECIFICATION DEPUTY HEAD

| CATEGORY | ESSENTIAL | DESIRABLE | METHOD OF ASSESSMENT |
|------------------------------------|---|---|----------------------|
| APPLICATION FORM | <ol style="list-style-type: none"> Well-presented and complete application form | | Application |
| QUALIFICATIONS AND TRAINING | <ol style="list-style-type: none"> Qualified Teacher Status A good quality honours degree or equivalent Up to date with recent educational thinking. | <ol style="list-style-type: none"> Evidence of recent and relevant senior leadership CPD/Qualifications e.g. NPQSL CPD linked to trauma sensitive approaches. | Application |
| EXPERIENCE | <ol style="list-style-type: none"> Experience of working successfully as a senior leader Evidence of impact through School Self-evaluation Know and understand school improvement processes to develop, build, implement, review and amend these processes to achieve maximum impact. Experience of leading a successful pastoral team and/or provision Understanding of the principals of raising levels of pupil attendance Track record of delivering and sustaining | <ol style="list-style-type: none"> Safeguarding training (DSL an advantage) or prepared to undertake immediate training | Application |

| | | | |
|----------------------|--|--|------------------|
| | <p>progressive improvements in areas of responsibility</p> <ol style="list-style-type: none"> 7. Experience / Understanding of SEND Code of Practice 8. Experience of successful and robust staff management 9. Substantial teaching experience at secondary level 10. A track record of excellence in teaching, learning and outcomes 11. Experience and understanding of how to build effective relationships with pupils, parent/carers and staff, commanding their confidence 12. Experience of the appraisal of colleagues 13. Involvement in effective staff recruitment, induction training and development. | | |
| <p>SKILLS</p> | <ol style="list-style-type: none"> 1. Ability to offer the school strategic leadership 2. Ability to interpret qualitative and quantitative data to identify trends, understand strengths and weaknesses of the school | | <p>Interview</p> |

| | | | |
|----------------------------------|---|--|------------------|
| | <ol style="list-style-type: none"> 3. Ability to scrutinise, monitor and evaluate to ensure that outstanding progress is made across the school 4. Ability to challenge and inspire colleagues 5. Ability to provide effective professional direction and support to staff 6. Ability to effectively lead and manage change 7. Outstanding communication and interpersonal skills 8. Organisational skills of a high order; able to multi-task and prioritise effectively 9. Have excellent team working skills 10. Be able to collaborate with others in order to strengthen the schools' organisational capacity. | | |
| <p>PERSONAL QUALITIES</p> | <ol style="list-style-type: none"> 1. Demonstrate care, a natural, approachable and warm authority, leading by example. 2. High levels of enthusiasm, motivation and a passion for | | <p>Interview</p> |

| | | | |
|---------------------|---|--|--|
| | <p>working with children</p> <ol style="list-style-type: none"> 3. Excellent attendance and punctuality 4. Lead, Coach and Mentor staff and teams with integrity 5. Have a dynamic and flexible leadership style 6. High expectations of self and others 7. Inspire, challenge and empower others to carry forward the vision of the Academy 8. Innovative and able to grow and stimulate initiative in others 9. Be an advocate for the pupils and staff in our care to enable them to achieve their full potential 10. Have the utmost personal integrity and honesty 11. Have emotional resilience and the ability to work under pressure 12. Ability to support the Christian ethos of the academy. | | |
| <p>OTHER</p> | <ol style="list-style-type: none"> 1. Satisfactory references (which will be requested for all candidates progressed to interview under safer recruitment practices) | | <p>References Enhanced DBS certificate</p> |

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2. Enhanced DBS with barred list check.
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References:

References will be requested prior to interview, unless there are exceptional circumstances, and the applicant does not give consent to do so on the application form. Please contact us to discuss further if you do not consent.

DBS:

Northern Lights Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An application for a DBS certificate will be submitted for all candidates once they have been offered the position. For posts in regulated activity, the DBS check will include a barred list check. During the recruitment process, any offences, or other matters relevant to the position will be considered on a case-by-case basis.

Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure.

Safeguarding:

Northern Lights Learning Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Everyone who comes into contact with children and their families and carers has a role to play in safeguarding children. To fulfil this responsibility effectively, all professionals should make sure their approach is child centred. This means that they should consider, at all times, what is in the best interests of the child.

Pre-employment occupational health:

Pre-employment occupational health checks are an essential part of the selection and recruitment process to assess if any reasonable adjustments are required. In some circumstances, an appointment with Occupational Health may be required to assess fitness for the role.

Equal opportunities:

Northern Lights Learning Trust are an equal opportunity employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community. Applicants with disabilities will be granted an interview if the essential job criteria are met.