

LION
ACADEMY
TRUST

Advanced Learning Mentor

Sybourn Primary School

Information for Candidates

May 2023

Welcome from the

CEO

Dear Candidate,

Thank you for taking the time to apply for a role at the Lion Academy Trust. I am extremely proud of what our teams do on a daily basis - from teaching in classes that cater for the broadest range of needs and abilities through to the support teams that make sure that everything runs smoothly and ensures that our pupils, staff and visitors experience the very best of what primary-phase education can offer.

By seeking to engage with the Trust in applying for a new role, I would encourage you to explore our websites, social media feeds and where possible, speak to our staff about working for the Lion Academy Trust. We have high standards and expectations and work hard to make sure every pupil is afforded the education they deserve - but we cherish the staff we have and work as hard to ensure that we support and develop all our teams to achieve their full potential.

You will find all the details you need in the materials provided - if you are looking for an employer that will match and exceed your ambition to positively change the lives of the pupils and communities we serve, then the Lion Academy Trust may well be the employer for you.

Good luck on your journey to finding the right job and next steps in your career.



Justin James
Chief Executive Officer

About the Trust

The Lion Academy Trust was established in 2012 and has grown to run schools in London, Essex and Wellingborough. As a values-driven multi-academy trust, our moral foundations are the basis for the successes we have achieved:

The right to an outstanding education

We believe that all children and students have the right to an outstanding education and access to outstanding facilities. Proven school improvement strategies and resources are deployed to meet local needs.

The relentless pursuit of excellence

Our teams take responsibility to ensure that we deliver “good or better, every day”. Obstacles and barriers are overcome by clear, targeted support that drives the culture of sharing outstanding practice in the relentless pursuit of excellence.

Our pupils are the reason we exist

Outstanding teaching and learning is central to every decision made and every development introduced. The Trust is tightly focused on pupils as our “stakeholders” and as the reason why the Trust and schools exist.

Centrally defined, locally implemented hubs of excellence

Centralised design of pedagogy, policies and strategies are deployed via the three hubs with local relevance retained through transformative practice being implemented and developing communities of practice all working to achieve the same high standards and outcomes.

Investment in teams and practice is key to the transformation of education

At the core of our ethos is the belief that investment in high-quality, bespoke training and development is critical to our continued ability to successfully transform education. This is to enable both staff and pupils to develop as individuals and as professionals in order to achieve excellence.

You will find that as a Trust and education service provider, we pride ourselves on the consistent application of what we can evidence that makes a difference; staff are measured by the impact they create, not the workload they manage. Our drive to make a tangible, positive difference in every community we serve, recognising the contribution and challenges our families can offer and are facing, means that we go beyond context or reasons ‘why not’ - and never lose sight of why we are here: every pupil in our schools.

About the School

At Sybourn Primary school we live, work and learn through our five values:

- **ASPIRATION** – aspiring to be the best that we can be.
- **KINDNESS** – being kind to everybody – our peers, staff and the community.
- **RESPECT** – we listen to one another, we take feedback and we improve.
- **HONESTY** – we always tell the truth.
- **RESPONSIBILITY** - we take responsibility for our actions.

We are a popular and fully inclusive Primary school and serve the community in the East London area. We are committed to playing a leading role in the enhancement of all our pupils and set equally high standards for every member of our team. Every role, in every setting, can and will directly impact on how our pupils thrive during their time with us - we operate as one team, with one common goal - to ensure that we deliver the best possible education for every one of our pupils.

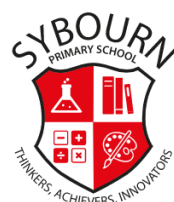
As a school, we benefit from being part of the Lion Academy Trust and deploying the proven systems and pedagogies to inform how we operate. From the highly resilient IT infrastructure to the fully resourced and sequenced curriculum - we proudly function as part of the family of Trust schools and celebrate the opportunities that being part of a high performing trust afford us.

We are looking for an exceptional candidate to become an Advanced Learning Mentor at Sybourn Primary school to start as soon as possible. If you are ambitious, hardworking and are looking for progression as well as benefiting from research based school improvement then this is the school to further develop your career. We are looking for an individual who is a passionate, committed and a confident practitioner. We want to recruit staff that engage and inspire both pupils and colleagues. Ideal candidates will be resilient, hardworking and willing to go the extra mile to ensure that our provision is 'Good or better, everyday'.

The opportunities, skills, professional development, school improvement understanding and knowledge added to the opportunities for career progression in Lion Academy Trust and the success of the Trust through its approaches and track record mean that candidates can develop into highly successful leaders.

As an employer, we are forward-thinking, caring and, most important of all, a happy school where pupils of all abilities and social backgrounds achieve. Our values are at the heart of everything we do and all decisions we make. Our pupils are well-behaved and always aspire to be “the best versions of themselves”. The Trust believes in no ceilings and staff are promoted and supported on their abilities, merit, effectiveness and commitment to our children, not on hierarchy or length of service.

Thank you for taking the time to complete your application - you will find all the answers to any questions you may have in the supporting documents. Good luck with your application.



Why work for the Lion Academy Trust?

To support all our staff, the Trust is committed to finding ways to ensure that your personal, financial, professional and pastoral needs are met during your time with the Trust. Wherever possible, we seek out innovative and impactful ways to add real benefits to our teams - from helping with cost-of-living pressures, ensuring that professional development is readily and easily accessible through to wellbeing assistance - to ensure the work-life balance is being managed effectively.

Professional support is key - and the Trust has worked extensively to fund critical benefits such as:

- Additional non-contact time for teaching staff - over and above statutory PPA time; this equates to 15% non-contact time for class teachers.
- Deploying a fully-resourced, sequenced curriculum across 11 subjects;
- Unlimited access to CPD and career development through providers such as The National College and The Key;
- Funding annual pay increments - having previously provided a boost even when these are frozen nationally;
- Meeting or exceeding the terms set out in nationally agreed terms and conditions - for both teaching and support staff;
- Clear and well-implemented policies and professional standards - in key areas like behaviour, managing parental engagement and supporting staff in challenging situations.

You'll find a raft of programmes through our Perks at Work platform that includes benefits like:

- An electric car-lease scheme, through Tusker;
- Support for bicycle and IT equipment purchases via salary sacrifice schemes;
- Cash-back on large purchases across a range of leading retailers and chains;
- Access to our employee assistance programmes and wellbeing schemes like free eye tests for display screen users; and
- Comprehensive access to support for staff and their families - including online fitness sessions, counselling and legal and financial advice.

And as an employer, we know the little things add up to happier, more productive member of staff - so we ensure:

- Free tea and coffee in all our settings;
- Actively implementing workload reduction measures around marking, lesson planning and data tracking;
- Paying staff to run clubs - and fully funding all after school clubs for our pupils;
- Minimising the impact of twilight and INSET days by planning these and managing these clearly throughout each term;
- Systems and core infrastructures work - printers, IT devices and networks, data management platforms - all are extensively vetted, tested and maintained - reducing stress, disruption and aggravation for busy staff; and
- Consistently applying our policies in every setting - and priding ourselves on being a fair and transparent employer.

And set above all this - the biggest benefit of working for The Lion Academy Trust is the pupils who come to our schools every day. The impact we have on their life chances and the preparation for the secondary phase of education and beyond is critical. By joining the Lion Academy Trust, in any role or function, you will directly

benefit from being part of the team that has transformed the lives of every child who has attended one of our schools.

transformed

Lion Learning Pathways



In addition to a leading CPD programme and published resources, to support every school role, every Trust school has access to the Lion Learning Pathways. A programme of tried-and-tested guides and lesson formats to help build and enhance the progression of learning required by the National Curriculum. An invaluable resource providing all your teaching and learning content requirements – split by key stage to support Year 1 to Year 6.

As an educator within our Trust, the Lion Pathways Teacher supports workload reduction - the provision of content-rich, fully resourced subjects - via planning aides and digitised lessons means less time / resource on sourcing material; more time and focus on precision teaching. Learn more at <https://lionpathways.net/>

Reap the benefits:



Quality lessons



Engaging content



Class collaboration



Easy assessments

Job Profile

Job Details	
Job title	Advanced Learning Mentor
School	Sybourn Primary School
Responsible to	Head of School
Location	London
Salary	Grade SO1-SO2 (Point 23-28)
Contract Type	Permanent

Definition of Learning Mentoring - providing support and guidance to children, young people and those engaged with them, by removing barriers to learning in order to promote effective participation, enhance individual learning, raise aspirations and achieve their potential. Learning mentors carry a caseload and offer timetabled support to individual pupils, they are not class bound but have a significant role throughout the school.

Main purposes of the job

To support the management and leadership of the provision of the Learning Mentor service or similar pastoral work force within the school and/ or local area in order to raise standards in learning, participation and social inclusion.

To develop and maintain effective and supportive mentoring relationships with children, young people and those engaged with them

To provide a complementary service throughout the school that enhances and extends existing provision in order to support learning, participation and encourage social inclusion

Work within an extended range of networks and partnerships to broker support and learning opportunities and improve the quality of services to children and young people

With the support of the Head of School; take responsibility for, leading on & tackling all Safeguarding and Child protection issues as they arise in school in line with school policy.

With the support of the Head of School; raise awareness and ensure compliance of procedures through training & development of all staffing, ensuring compliance in Child Protection, Safeguarding, Pastoral Care, Induction, Vetting, Recruitment & Retention and the Single Central Record

General Responsibilities:

Working in Partnerships

Act as the first point of call for parents and carers. Develop a wide range of approaches to help them support their children's learning, positive behaviour, attendance and wellbeing.

Facilitate links between parents and external services, acting as a single point of contact for accessing specialist support.

Collate detailed knowledge of support agencies and relevant schools.

Develop and sustain effective working relationships with staff in other agencies and schools.

Agree and record arrangements for joint working by taking an active role in ensuring support meets the needs of young people in a focused and integrated way

Take responsibility for agreeing mutual roles, responsibilities and protocols for sharing of information between local agencies, schools, authorities and other learning mentors

Take responsibility for liaising closely with senior staff about safeguarding, child protection and identifying risk harm indicators. Keep relevant staff informed and contribute to joint decision making appropriate study

Act as Lead Professional and complete CAF when appropriate

Maintaining Professional Competencies

To operate within agreed legal, ethical and professional boundaries when working with children and young people and those involved with them.

Ensure high level of professional competences by attending regular training, undertaking further qualifications and self study

Provide advice and contribute to specialist training programmes for school staff and local learning mentor networks on social and emotional aspects of care, guidance and behaviour managementTake part in annual professional reviews. Draw up Learning Mentor action plan which complements the school and departmental development plans for inclusion and raising standards

Supporting the School

Develop policies and practices that benefit children and young people. Review, evaluate and challenge policies and practices that are not working.

Evaluate own work and provide comprehensive evidence for Head teachers, Governors and inspectors that demonstrates the impact learning mentoring has on pupil progress

Take responsibility for managing systems and administration supporting learning mentor work. Ensure they are compatible with whole school procedures and communication

Maintain a budget for learning mentor and cross school activities. Provide reports on projects showing expenditure and value for money

Undertake further duties in agreement with the Head of School, commensurate with the grading and nature of the post

This Job description is representative only. Other reasonable duties may be allocated from time to time commensurate with the general character of this post and its grading. There will be an annual review of the roles and responsibilities of members of The Lion Academy Trust. This may result in changes to designated roles and responsibilities in line with the emerging priorities of The Lion Academy Trust.

Person Specification

This table lists the essential and desirable requirements needed in order to perform the job effectively. Candidates will be shortlisted based on the extent to which they meet these requirements.

Essential: Requirements without which the job could not be done.

Desirable: Requirements that would enable the candidate to perform the job well.

Evidence:

A = Application Form

I = Interview

R = Reference

Qualifications and Professional Development	Essential	Desirable	Evidence
Min of 5 GCSEs or equivalent inc Grade C English & Maths	X		A
Safeguarding training	X		A, I
Data protection training (or willingness to train)	X		A, I
First Aid training (or willingness to train)	X		I
IT literate - able to use systems to conduct analysis & produce reports	X		I
Specialist knowledge, experience, or training in safeguarding		X	I
Mentoring or counselling qualifications		X	A, I
Experience			
Working with young people, either paid or unpaid capacity	X		A, I
Managing situations relating to challenging behaviour	X		I, R
Working collaboratively with outside agencies, participating in meetings	X		A, I
Delivering programmes - one to one, small groups and year groups	X		A, I
Accurate record keeping and report writing	X		I, R
Working as part of a safeguarding team		X	A, I, R
Working closely with families, inc completing home visits		X	A, I, R
Coaching & advising staff on suitable behaviour interventions		X	A, I, R
Assessing pupils needs and barriers to learning		X	A, I, R
Investigating and/or assessing concerns, allegations or complaints		X	A, I, R
Working in education setting		X	A, I, R

Personal Skills and Attributes			
Advanced understanding of safeguarding legislation & requirements	X		A, I, R
Proven ability to deal with sensitive situations with tact & integrity	X		A, I, R
Excellent interpersonal skills, ability to work with students & parents	X		A, I, R
An ability to maintain confidentiality	X		I, R
A well developed understanding of strategies to support young people	X		A, I, R
Proven ability to manage conflicting demands and priorities	X		A, I, R
A commitment to safeguarding & promotion of the welfare of children	X		A, I, R
Ability to work constructively as part of a team	X		A, I, R
Ability to deal effectively with social & emotional factors which affect a child's capacity to learn	X		A, I, R
Skills or experience to working with children to raise self esteem and to support anti-bullying strategies	X		A, I, R
An understanding of the issues around transition and transfer and the ability to deliver individual strategies	X		A, I, R
An understanding of how to get the best out of young people	X		A, I, R
Ability to accurately create and manage written records of cases record referrals & concerns, storing securely and appropriately sharing	X		A, I, R
Ability to act as member of the safeguarding team, liaising with staff, assessing cases, and making referrals to relevant agencies as appropriate	X		A, I, R
Other job requirements			
Understanding of data protection legislation	X		I
Willingness to undertake in service training	X		I
Commitment to professional development	X		A, I, R

How to Apply

The closing date for applications is **7th June 2023** at 08:00 with interviews held week of **12th June 2023**

Application forms must be completed in full and applicants should directly address the skills and experience outlined in the person specification. Completed applications should be sent to recruitment@sybournprimary.net

Further information about the role and an application form can be found [here](#).

For more information about this position or to have a confidential discussion about the role or to arrange a tour please contact Janette Boukadida, Head of School via email school@sybournprimary.net

Details about the school can be found at: <https://www.sybournprimary.net/>

The successful candidate will require two positive references from current and previous employers. The position is subject to an enhanced DBS and medical checks.

The Lion Academy Trust is an equal opportunities employer and is committed to safeguarding and protecting the welfare of children.

