



Guilsborough Academy

Guilsborough Multi Academy Trust



Director of Behaviour

Candidate information pack

CONTENTS

1. Letter from the Principal
2. About Us
3. Advert
4. Job Description
5. Person Specification
6. Support for our Staff
7. Contact Us



Letter from the Principal

Thank you for expressing interest in our Academy, particularly regarding the exciting new position of Director of Behaviour.

I understand the significance of making informed decisions when considering a new opportunity. To help you learn more about us, I encourage you to visit our website at <https://www.guilsborough.northants.sch.uk/> where you can access a wealth of information, including recent newsletters.

For those considering applying, we will be offering tours to provide a firsthand experience of the Academy and its values. If you would like to schedule a tour, please reach out to our HR department at hr@guilsborough.northants.sch.uk.

Our Ofsted report, available [here](#), outlines our clear behaviour system and effective safeguarding processes.

While many of our staff members have longstanding tenures, I became the Principal of Guilsborough in September 2020 and was warmly welcomed. The supportive atmosphere among colleagues in their dedication to our students has been a highlight. Positive messages from parents/carers, showcased on our website, further attest to our commitment to ensuring students consistently achieve their potential. Colleagues who have been with us for an extended period often cite the students, their fellow colleagues, and the available training and career development opportunities as reasons for their continued commitment.

I firmly believe that by attracting exceptional staff, prioritising their well-being and fostering an environment conducive to their growth, we can continue to provide our students with the high-quality education they deserve.

If you believe that Guilsborough Academy aligns with your aspirations, we welcome your application.

Best wishes for the future.



Simon Frazer
Principal of Guilsborough Academy



About Us

At Guilsborough, we believe that learning should be enjoyable and challenging. This belief, combined with the excellent teaching skills, commitment of our staff, enthusiasm and hard work of our pupils, lies at the heart of our success.

We are passionately committed to the achievement of every individual pupil and to providing high standards of teaching and learning. Our reputation with the local and wider community rests on consistently providing quality education for pupils of all abilities. Our pupils' excellent academic achievements can be seen in the national league tables. Every year, our most able pupils achieve very highly and we encourage and support pupils to aim for top universities, whilst also providing strong support for alternative routes to higher qualifications post 18. This is supported by our excellent Careers programme. We also hold the prestigious CEIAG award (Career Education, Information Advice and Guidance).

Guilsborough Academy is committed to a comprehensive intake and accepts pupils of all abilities. As an inclusive school community, our pupils come from a wide variety of different social and cultural backgrounds. We aim to challenge all our pupils to reach their full potential and celebrate their successes. We ensure that those pupils who have special educational needs are provided with appropriate support, so that they too may reach their potential.

Individual strengths within our pupils are encouraged and celebrated. We encourage them to explore a wide variety of interests within and beyond the school curriculum. Our aim is to develop thoughtful, kind and considerate adults, who will not only contribute to the school, but also to the wider community. Pupils' personal development and happiness are very important to us and our extensive programme of extra-curricular activities, including excellent Music, Drama and Sports provision, supports this process. We expect high standards of behaviour and seek to build strong relationships between staff and pupils. Considerate and responsible attitudes and behaviour are fostered through a strong Life Skills programme.

We are a small MAT situated in the idyllic Northamptonshire countryside. We are presently comprised of one academy: Guilsborough (11-19) Academy. Guilsborough is a "converter" Academy and formed a Multi Academy Trust and is a supportive and friendly school that aims to fulfil our mission statement: learning without limits. We are easily accessible from the M1/M6 and A14 in just five minutes, offer outstanding professional development entitlement and provide superb resources.

The aim of GMAT

Our aim is to pursue and promote sustainable excellence in the provision of 11-19 education for the benefit of our pupils, staff, parents/carers and the wider community.

The GMAT Strategy

We play an active role in the wider community of educators. We value productive relationships and partnerships that help us to maintain and further develop our expertise, and we also seek opportunities to share our own best practice with others.

We value the work of our Trustees to hold the academy to account and constructively monitor its progress. Intervention must be proportionate and timely to the identified areas of development.

Advert

Contract Type:

- 37 hours per week, 39 weeks per year (term time plus 5 days)
- Permanent contract

Salary:

- Grade I points 22-26, starting point 22 £31,364 FTE, Actual salary £27,067

Closing date:

- Monday 6th May 2024

How to apply:

To apply, please complete an application form, which can be found on the vacancies page of our website:

<https://www.guilsborough.northants.sch.uk/vacancies>

Completed application forms should be accompanied by a letter of application

Situated in the idyllic Northamptonshire countryside, Guilsborough Academy is a supportive and friendly school which aims to fulfil our mission statement: learning without limits. We are easily accessible from the M1/M6 and A14 in just five minutes, offer outstanding professional development entitlement and provide superb resources.

Director of Behaviour

We are seeking to appoint a Director of Behaviour, which is integral to supporting our Team Around the Year pastoral structure. The Director of Behaviour will lead on strategies to promote positive behaviour across the Academy, working closely with the Vice Principal, Heads of Year and Assistant Heads of Year to uphold an environment conducive to learning.

As the Director of Behaviour, you will be an excellent communicator who expects the highest standards of students' conduct, achievement and aspiration and motivates students to be fulfil every opportunity provided by the Academy. The Director of Behaviour will collaborate with stakeholders to design, implement and facilitate pastoral interventions to support students' wellbeing and academic success.

If you have experience of working successfully with young people and understand the challenges they face, we would welcome your application.

Are you intrigued? Do you have the drive and determination to contribute to the further wider development of our Academy? Do you want to work for an organisation that has the wellbeing of staff and students at its heart, alongside fantastic new employee benefits? If so, we would be delighted to hear from you.

Visits to the school are warmly welcomed. To come and see us in action, please contact our HR team to arrange a suitable time on hr@guilsborough.northants.sch.uk or 01604 740641.

Closing date: Monday 6th May 2024

Guilsborough Academy is committed to safeguarding and promoting the welfare of children and young people, we expect all our staff and volunteers to share this commitment. All appointments are subject to an enhanced DBS check and by completing this application form, you confirm that you have read the DBS Code of Practice and the Safeguarding & Child Protection Policy which is available on our website. An enhanced DBS check, two satisfactory references, identity and medical checks are mandatory for all posts within Guilsborough Multi Academy Trust. Our safeguarding and Child Protection policy is available [here](#). We are also committed to meeting the requirements of disability discrimination and other legislation.

We occasionally close vacancies early in the event that we receive a high volume of applications. Interviews may begin soon after receipt of applications for shortlisted candidates, therefore we recommend that you apply early.

Online searches

As part of our rigorous Safer Recruitment process, Guilsborough Academy has adopted the practice of online searches including Social Media for external shortlisted candidates. The purpose of the search is to enable us to fulfil our duty under Keeping Children Safe in Education and is part of our due diligence to identify any incidents or issues that have happened, and are publicly available online, which we may need to discuss with you during interview. Therefore, if you are shortlisted for a role, an appropriate online search will be undertaken on your name(s).

Consent to an online search is included in the Guilsborough Academy application form. Searches are based on publicly available information, therefore where your profiles are private or are locked, no further search will be required on these pages. Any information given will be treated as confidential and will only be used in relation to the post for which you have applied.

Guilsborough Multi Academy Trust is passionate about its values of Respect, Aspiration, Responsibility and Equality. We are committed to an inclusive workforce that represents many different cultures, backgrounds and viewpoints.



Job Description

Post Title	Director of Behaviour
Reports to	Vice Principal
Salary grade	Salary Grade I points 21-26, Starting point 21
Hours	37 hours per week, 39 weeks per year
Contract type	Permanent
Preferred start date	As soon as possible

RESPONSIBILITIES OF THE JOB

Main Purpose:

- To lead and implement strategies to promote positive behaviour across the Academy to uphold an environment conducive to learning that supports all students in fulfilling their potential
- To support the success of the Team Around the Year pastoral structure by working closely with the Vice Principal, Heads of Year and Assistant Heads of Year to identify areas of student-need and implement interventions that promote achievement
- To uphold and communicate behavioural policies and practices to stakeholders

Key Responsibilities:

- To lead the Academy's behaviour system in developing and implementing behaviour practices, including appropriate interventions
- To support Heads of Year, Heads of Department and classroom teachers in managing poor behaviour and subsequent restorative practices
- To encourage positive reinforcement and rewards across the Academy to promote and celebrate good behaviour
- To be the lead behaviour professional within and representing Guilsborough Academy

Main Responsibilities

- To contribute to the design of policies and procedures that improve students' behaviour throughout the Academy with a focus on supporting students to demonstrate positive behaviour and achieve within the Academy's reward system
- To lead and manage the day-to-day behaviour system, liaising with Heads of Year/Heads of Department/SENDCO as appropriate
- To manage the Academy detention system (administration of detention escalation and support the delivery of curriculum detention, alongside Heads of Department)
- Lead and manage the Academy's Re-Engagement Room (administration and facilitation) with a focus on preventing the recurrence of substandard behaviour and minimise the risk of suspension and permanent exclusion
- Quality assure suspension and permanent exclusion paperwork and support its collation where necessary
- To monitor behavioural trends within year groups/groups of students, identifying those requiring intervention and evaluating its subsequent effectiveness
- To co-ordinate external programmes (Commando Joe's) alongside providers to monitor impact and direct subsequent action
- To support Heads of Year in the creation of Pastoral Support Plans and behaviour contracts on an individual basis, working collaboratively with students and parents/carers to support behavioural improvement

- To produce a termly report to the Principal/Directors that includes (i) behaviour incidents (ii) number of detentions (iii) additional support that has been implemented.
- Attend Behaviour Network meetings where necessary
- Liaise and work with the Vice Principal regarding new initiatives and opportunities

General:

- To attend relevant meetings and training sessions
- To promote and safeguard the welfare of young and vulnerable people
- To be aware of, and assume the appropriate level of responsibility for, safeguarding and promoting the welfare of children and to report any concerns in accordance with the school's safeguarding policies
- To maintain high standards of confidentiality
- To be aware of and work in accordance with the school's child protection policies and procedures, and to raise any concerns relating to such procedures which may be noted in the course of duty
- To be aware of and adhere to applicable rules, regulation, legislation and procedures including the schools equality policy and Code of Conduct and national regulations such as Data protection and Health and Safety.

Development of position

- To better understand and further liaise with external agencies
- To collaborate with the Attendance Officer to ensure that there is a consistency of practice to improve attendance and punctuality
- To work with other secondary schools in the county to further reduce exclusions for all parties
- To line manage members of the pastoral team

Personal accountabilities

It is the responsibility of the post holder to ensure that they behave in a professional manner at all times with all stakeholders. This will include:

- Supporting the Principal at all times to ensure that students are safe, successful and confident
- To communicate with outside agencies and parents/carers in a professional manner that reflects positively on the Academy
- Attending designated meetings as required including with the Board of Directors
- Working effectively with members of Middle and Senior Leadership Teams
- Maintaining professional relationships with colleagues at all times

General:

- To attend relevant meetings and training sessions
- To promote and safeguard the welfare of young and vulnerable people.
- To be aware of, and assume the appropriate level of responsibility for, safeguarding and promoting the welfare of children and to report any concerns in accordance with the school's safeguarding policies
- To maintain high standards of confidentiality
- To be aware of and work in accordance with the school's child protection policies and procedures, and to raise any concerns relating to such procedures which may be noted in the course of duty
- To be aware of and adhere to applicable rules, regulation, legislation and procedures including the schools equality policy and Code of Conduct and national regulations such as Data protection and Health and Safety.
- To adhere to GDPR and Data protection regulations, whilst maintaining confidentiality.

FURTHER INFORMATION

Guilsborough Academy is committed to safeguarding and promoting the welfare of children and young people. All appointments made within Guilsborough Multi Academy Trust are subject to an enhanced DBS check, receipt of two satisfactory references, identity and medical checks within Guilsborough Multi Academy Trust. Our safeguarding and Child Protection policy is available [here](#).

We are also committed to meeting the requirements of disability discrimination and other legislation. In making your application, it is essential you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act. If a pending charge, conviction, bind-over or caution has been recorded against you, this will not necessarily debar you from consideration for this appointment. For further information please read out Recruitment of Ex-offenders policy which can be found [here](#).

Person Specification

ATTRIBUTES	ESSENTIAL	DESIRABLE
Knowledge, Skills and Competencies	<ul style="list-style-type: none"> • Experience of working successfully with young people with challenging behaviour, between the ages of 11- 16 • A commitment to raising standards for all young people at Guilsborough Academy. • A good understanding of the challenges that young people face • A well-developed understanding of strategies to manage and support young people with challenging behaviour in a school environment • Proven ability to manage and motivate young people of all abilities • Proven ability to communicate effectively with adults and young people including through written and verbal communication • Ability to work sympathetically yet purposefully with young people • Experience of working successfully as a team member • Experience of successfully managing and monitoring the work of others • Experience of identifying needs and targeting intervention • Knowledge of child protection procedure • Ability to take the initiative • Ability to effectively deploy resources • Ability to analyse and interpret data • Ability to represent the Academy and the needs of young people in multi-professional meetings • Ability to use basic ICT (word processing, spreadsheet, data input) 	<ul style="list-style-type: none"> • Qualifications relating to the role • Recent relevant training in working with young people with challenging behaviour • Experience of using Go4Schools
Personal Skills	<ul style="list-style-type: none"> • Enthusiastic, hardworking and dedicated • A genuine passion for supporting young people • The ability to form strong working relationships with students and adults • Due to the nature of the role you must have strong behaviour management skills and be able to adapt to any situation • An excellent team member • Be willing to be involved in the extra- curricular life of the school 	

Rewarding & Supporting Guilsborough Academy Staff

We value our staff and we are very aware that the positive contribution of all staff is a significant factor in the success and long-term sustainability of our Academy. Without the energy, drive and enthusiasm of our staff, the Academy would not be in the successful place it is today or as prepared to face new challenges in the future. We are committed to developing well-being initiatives to support all of our staff and are able to offer:

- **A dedicated staff Wellbeing Committee.**
- **Refer a Friend payment scheme, plus a welcome bonus for your friend**
- **A £1,000 welcome bonus to all new employees**
- **Access to trained staff Mental Health First Aiders**
- **A developmental and supportive culture for continued professional development.**
The school strives to deliver personalised pathways and opportunities in order to enhance the growth and development of all staff members.
- **A stunning rural location.**
- **HR Services on site.**
- **Eye Tests.**
Reimbursement on eye tests
- **Free annual Flu Vaccinations for all staff.**
- **Access to 24/7 telephone counselling service for staff and their immediate family via Health Assured**
- **Free access to our Fitness Suite.**
- **Pension Schemes.**
GMAT offers a defined benefit pension scheme which is supported by school contributions as well as those of the employee. GMAT has two pension schemes, the Teacher's Pension Scheme and the Local Government Pension Scheme.
- **Healthy Eating.**
Our in-house catering firm Innovate offer a healthy range of food at both break and lunch-time. Staff are entitled to a free lunch if undertaking an evening duty.
- **Free and secure Car Parking on site.**
- **PTA.**
We have a very active PTA group that all staff can get involved in if they wish.

PLUS, A BRAND-NEW EMPLOYEE BENEFITS SCHEME FOR SEPTEMBER 2024!

Including:

- Car Scheme
- Private Health Care Options
- Discounts & Cashback Schemes
- And much more!



Contact Us

Visit us:

Guilsborough Academy
West Haddon Road
Guilsborough
Northampton
NN6 8QE

Call us:

01604 740641

Email us:

info@guilsborough.northants.sch.uk

Visit our website:

<https://www.guilsborough.northants.sch.uk/>

Follow us on our Social Media

