

#EMATters



Application Pack
**Assistant Headteacher -
Community and
Belonging**

"Every child deserves to
be the best they can be"

Welcome to Prince William School

We're a secondary school based in Oundle in Northamptonshire, proudly rated GOOD by Ofsted.

We're part of East Midlands Academy Trust (EMAT) and are dedicated to its vision that "every child deserves to be the best they can be". This commitment drives us to provide the best education for each and every young person.

We believe in Learning for Life and support our students to realise and exceed their potential by delivering a curriculum which is relevant and accessible to all. At both GCSE and A Level our outcomes are very strong and Ofsted recognises that our school is a 'calm and friendly place' where our students 'enjoy school, feel safe and are happy' and 'respect staff'.

Providing our students and staff with the right environment to thrive is essential and we are committed to continuing to invest in our buildings and facilities. We have a dedicated sixth form building, a newly-built science block, a redeveloped maths centre and this year we'll have a fantastic new Sports England-compliant sports hall, a dance studio, male and female changing rooms as well as a new entrance building and visitor reception.

Staff wellbeing is important to us, and when you become part of the #EMATters community you'll have access to a range of employee benefits from confidential support to cycle to work vouchers. You will also be supported in your career, which means that you can expect high quality training, the time to attend training and continuous professional development plus there are many opportunities to connect with fellow professionals across our EMAT network.

This is an exciting time to join Prince William School. If you would like to visit the school prior to applying, or for an informal chat please contact us via the school office and we would be happy to show you around and answer any questions that you have.

Thank you for your interest in Prince William School.



Anna Hewes
Headteacher



Post Description:	
Post title:	Assistant Head Teacher: Community and Belonging
Responsible to:	Deputy Head Teacher and Head Teacher
Liaising with:	Heads of Year, SENDCo, welfare team, attendance team, external agencies, senior and extended leadership team, parents/carers, relevant support staff, form tutors, teaching staff
Pay range:	L11-15
Contract terms:	Full Time Permanent
Closing Date:	26 th March 2025
Interview Date:	4 th April 2025

Job Purpose

The new role of Assistant Headteacher Community and Belonging is an opportunity to genuinely develop the sense of pride, community and belonging for all members of the PWS community. This position has been created to bring together the community, develop the alumni network and ensure that the House system is embedded throughout all levels of the school, including community work, trips, student leadership and celebration and rewards.

We are seeking a highly dedicated and committed leader, who has the developing of student experience at the core of their leadership, to drive forward a sense of belonging, lead the pastoral curriculum and the house system to bring together the Prince William community.

Responsibilities include:

- Developing the sense of belonging and community within the school, embedding the House system at all levels to foster a genuine sense of pride.
- Collaborating with the Assistant Head Teacher for Behaviour to organise reward assemblies and house celebration events and to share and advertise on social media.
- Overseeing, developing and monitoring the impact of our community engagement with the Open Learning Partnership and other groups in our catchment area, to provide students with meaningful community-based leadership opportunities, including being the SLT link for the Army Cadet Force.
- Leading and developing the alumni network, alumni events and alumni engagement in the school.
- Leading the pastoral curriculum, including:
- Overseeing and leading the provision of Social, Moral, Spiritual, and Cultural (SMSC) education across the school, ensuring comprehensive coverage for all year groups throughout the pastoral and academic curricula.
- Promoting British Values through the school's ethos, whole school activities, and all curriculum areas.
- Providing tutors with engaging tutor lessons that broaden students' understanding of current affairs and issues, while encouraging skills such as debate, collaboration, and independent research.

- Creating and maintaining the rota for school assemblies, ensuring all assemblies are delivered appropriately and personally delivering those on SMSC topics.
- Overseeing the delivery of and further developing our Skills for Life/PHSE curriculum across the school. Annually updating key policies including 'Sex and Relationships', 'Collective Worship', 'PHSE and SMSC', and 'Provision of & withdrawal from RE'.
- Being proactive at organizing celebration days of the year, for example religious and cultural celebrations, international days and supporting the organization of Sports Day.
- To lead the strategic direction of behaviour for learning for both students and staff
- Establish data processes to identify early intervention opportunities for individual students, enabling them to feel a sense of belonging in the school community.
- Liaise with parents when necessary, fostering positive relationships and effective communication in relation to student engagement.
- Strategically lead the development and impact of the pastoral curriculum.
- Review, implementation and evaluation academy's pastoral curriculum and house system.

Teachers here at PWS need to be exceptional classroom teachers who will inspire and motivate our learners, making learning engaging and challenging. They need to be resilient, flexible, committed and dedicated, working with a diverse group of pupils, sharing the inclusive values and ethos of the Academy Trust. Our teachers are an integral part of our dedicated team who are working hard to attain high standards across the academy.

Our senior leadership team is driving cultural change in our school, and we work collaboratively and with an ethos of collective responsibility. The successful candidate will be comfortable working hard with dedication, flexibility and responsively to drive ambition and to continually raise standards of excellence.

Attribute	Essential	Desirable
Qualifications and training	<ul style="list-style-type: none"> • Qualified Teacher Status • NPQML 	<ul style="list-style-type: none"> • Good Honours degree • NPQSL • Masters degree
Experience	<ul style="list-style-type: none"> • Successful teaching and curriculum experience within KS3 KS4 or KS5 • Successful experience of raising standards with measurable outcomes • Evidence of continuing professional development • Proven leadership skills and experience in a similar role within a school setting. 	<ul style="list-style-type: none"> • Experience of teaching across the whole secondary age range and working in partnership with external stakeholders.
Knowledge and skills	<ul style="list-style-type: none"> • Excellent knowledge of behaviour management strategies and the 	<ul style="list-style-type: none"> • Knowledge of key considerations in effective management and

	<p>ability to implement them effectively.</p> <ul style="list-style-type: none"> • Strong communication and interpersonal skills to engage and collaborate with staff, parents, and external agencies. • A commitment to inclusive education and the ability to support students with diverse needs. • Organizational skills to manage multiple responsibilities and meet deadlines. • A strategic mindset to drive improvement and innovation in pastoral curriculum and house system. • The ability to build positive links necessary within school and with all its stakeholders. • Understanding of quality of teaching and learning and how to improve practice • Effective use of data to inform action planning and next steps. • Promote the school's aims and vision positively, and use effective strategies to monitor motivation and morale. • Establish and develop positive relationships with parents, governors and the community. • Exceptional standards of effective communication to a variety of stakeholders. • Develop good personal relationships within a team. • Ability to effectively monitor, evaluate and reflect on the quality of education in order to identify strengths and areas of development. • Ability to use evidence-based research to plan for and implement change that ensures the raising of standards and is sustainable. • Ability to think creatively to anticipate and solve problems. • Ability to lead change. 	<p>deployment of people and other resources.</p> <ul style="list-style-type: none"> • Ability to drive improvement and challenge underperformance. • Ability to establish and sustain appropriate structures and systems and monitor them. • Ability to develop and empower individuals and teams. • How to embed current research into constantly improving practice. • How to reflect on own leadership to ensure your leadership is continually developing and improving.
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	<ul style="list-style-type: none"> Ability to use evidence-based research to plan for and implement change that ensure the raising of standards and is sustainable. 	
Personal qualities	<ul style="list-style-type: none"> The ideal candidate will possess the following character traits: <ul style="list-style-type: none"> Passionate about education and the development of young people. Empathetic and understanding, with excellent interpersonal skills. Highly organised and detail-oriented. Creative and innovative in approach to curriculum development and event organisation. Resilient and adaptable, able to manage multiple responsibilities effectively. The successful candidate will demonstrate the following behaviours: <ul style="list-style-type: none"> Strong commitment to fostering a sense of community and belonging within the school. Collaborative approach, working effectively with colleagues and students. Proactive attitude towards planning and organising school events and assemblies. Dedication to promoting British Values and SMSC education. Ability to inspire and engage tutors and students with interesting and relevant lessons. 	

Compiled by: P&C	Revision Number: v1
Approved by: Headteacher	Revision Date: 07/02/2025

Additional duties

Whilst every effort has been made to explain the main duties and responsibilities, please note that this is illustrative of the general nature and level of responsibility of the work to be undertaken, commensurate with the grade. It is not a comprehensive list of all tasks that the post holder will carry out. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

N.B. The post holder will carry out his/her responsibilities in accordance with the Trust's equal opportunities policy.

This job description is provided to assist the post holder to know what his/her duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of the post.

How can I apply?

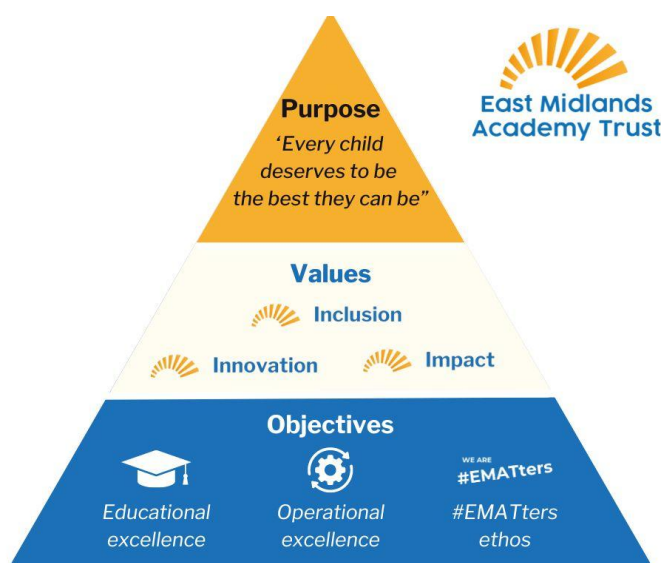
We have an online application form on our careers page under [Job Vacancies](#) and request that you complete the supporting statement in detail, explaining why you are the perfect person for this exciting opportunity. Please be aware that although we will not accept any CVs we welcome applicants to explore the opportunity before applying and if you have any questions about the role or the process, please get in touch with **Hannah Fajemiyo - HR Business Partner**. Please inform us if you require any particular adjustments, arrangements, or access needs as part of the recruitment process.

Vacancy Closing Date: 26th March 2025

Interview Date : 1st April 2025

About East Midlands Academy Trust

All staff should be committed to the school and East Midlands Academy Trust's purpose, values and objectives.



Health and Safety

So far as is reasonably practical, the post holder must ensure that safe working practices are adopted by employees, and in premises/work areas for which the post holder is responsible, to maintain a safe working environment for employees and learners.

Safeguarding

EMAT is committed to the safeguarding of its young persons and expects all staff, volunteers and adults to work within the parameters of the policies and procedures as agreed by the Board of Trustees to ensure the safety of all young persons within its care.

Equal Opportunities

It is the policy of EMAT to provide equal opportunities for all individuals; to prohibit discrimination in employment on any basis protected by applicable law, including but not limited to race, religious creed, marital status, sex, sexual orientation, ancestry, national origin, age, medical condition or disability. EMAT promotes equal employment opportunities in all aspects of employment through positive employment policies and practice.

If any special requirements are needed to attend an interview, please inform the trust.

Hello and welcome to East Midlands Academy Trust.

We're a thriving multi-academy trust, which currently includes an all-through school in Northampton, a secondary school in Oundle and five primary schools in Northamptonshire and Milton Keynes serving over 5,000 pupils through the tenacity and professionalism of 600 colleagues. I like to call the members of our immediate and extended community #EMATters.

Every child deserves to be the best they can be, and therefore inclusion is at the heart of everything we do. By joining the #EMATters team, you will have the opportunity to help us ensure that high quality education is available to everyone, regardless of their ability or background.

You will be supported throughout your career journey with us, as we recognise that achieving our aim that every child deserves to be the best they can be is only possible through committed and empowered colleagues and a strong culture of personal and professional development, which includes a host of learning opportunities offered through our in-house training hub.

Thank you for your interest in East Midlands Academy Trust. And if you have any questions do get in touch via hrqueries@emat.uk

Joshua Coleman
Chief Executive
East Midlands Academy Trust



About East Midlands Academy Trust

Our family of seven schools collectively became EMAT in 2018 and currently includes an all-through school in Northampton, a secondary school in Oundle and five primary schools in Northamptonshire and Milton Keynes, with more than 600 #EMATters serving over 5,000 pupils.



“Every child deserves to be the best they can be”

This can only be achieved with committed and empowered colleagues. That’s why we have created a strong culture of personal and professional development, which includes access to a host of learning opportunities offered through our in-house training hub to all #EMATters

