# Pickwick Academy Trust

# Applicant Information Pack



Working together to provide the best outcomes for our schools and children.

Pickwick Academy Trust



Dear Applicant,

I hope that the information which follows will help inform your decision about whether to make a formal application for the post which interests you.

We believe that Pickwick Academy Trust is a unique organisation, and one we are incredibly proud of. Our Trust has been built on moral purpose, developmental and continuous professional learning and 'oneness' – one organisation committed to supporting all children to succeed academically, spiritually, socially and emotionally, and as caring and thoughtful global citizens. We are committed to inclusion and we really value our fantastic staff and strive to ensure our schools are great places to work in and develop professionally.

The education of our children is the thing that drives us, they are at the centre of our organisation and are the reason we went into working and are committed to Education in the first place; In all that we do, we ask ourselves, how will this impact on the outcomes and experiences of children?

At Pickwick Academy Trust, we recognise that the staff in our schools are the most important resource we have in providing exceptional educational experiences for our children. Research consistently highlights that quality-first teaching is the most impactful way to improve and sustain pupil outcomes, and that support staff are essential in order to achieve this.

We are committed to being an employer of choice, and work hard to ensure our values, policies and strategies enable us to be so. We engage with, listen to and bring people together at all levels of the organisation to ensure staff are supported, professionally challenged and well-looked after.

You'll find a lot more information about the Trust and the schools that it serves on our website. If you would like further clarification or just an informal chat with someone about a role, please feel free to contact us by email listed on the Job Advert. Please read the Role Profile and Person Specification, when we read your application, we will be trying to assess whether you would be a 'good fit' for our Trust, so I hope that some of the things in this information pack will be useful to you in writing your supporting statement and I look forward to receiving your application to join us.

With best wishes,

JPassmore

James Passmore
CEO of Pickwick Academy

## Our Values

**Aspiration**

**Where everyone is encouraged to reach their highest potential.**

**Collaboration**

**Achieving shared goals together.**

**Inclusion**

**Ensuring all voices are heard and valued.**

**Enjoyment**

**Fostering a vibrant and positive work environment.**

**Nuturing Relationships**

**Cultivating kindness and trust in all our interactions.**

# Pickwick Academy Trust

## About us

Pickwick Academy Trust is a friendly and inclusive community of twenty one schools where individuals are nurtured to cultivate their unique abilities, while simultaneously fostering an environment that encourages others to embark on their own journeys of growth and development.

At the centre of our strategy is collaboration to harness the collective expertise of our diverse community – this nurtures growth for both pupils and our school staff alike and helps distribute workloads.

Our ethos revolves around celebrating achievements and sharing successes, fostering a culture of innovation and aspiration where staff are able to make a positive contribution to the development of the next generation.

Pickwick Academy Trust is committed to staff development and well-being at all levels of the organisation, and has embedded strategies for bringing people together to innovate and find solutions to school improvement challenges.

We also provide tailored support and constructive challenges to guide each school's unique journey, ensuring that every child reaches their full potential.

We are an outward-facing and inclusive Trust, which is committed to safeguarding the ethos, uniqueness and identity of each of our schools, and the Christian distinctiveness of our church schools.

Pickwick Academy Trust was formed in August 2017 because the four founding schools recognised the huge value of working together to drive school improvement and education innovation. Since then we have been delighted to welcome a number of other like-minded schools into the Pickwick family and we are now made up of twenty one community and church primary schools across North and South Wiltshire, and North Dorset, and is organised into 'hubs'.

**The North Wiltshire Hub includes:**

- Aloeric Primary School
- Corsham Primary School
- Ivy Lane Primary School
- Princecroft Primary School
- Queen's Crescent School

**The South Wiltshire Hub includes:**

- Alderbury and West Grimstead CofE Primary School
- Longford CofE Primary School
- Ludwell Primary School
- Gomeldon Primary School
- Greentrees Primary School
- Pitton CofE Primary School
- St Andrew's CE VA Primary School
- Winterbourne Earls CofE Primary School
- Winterslow CofE Primary School
- Woodford Valley C.E. Primary Academy

**The Dorset Hub includes:**

- All Saints CE VC Primary School
- Gillingham Primary School
- St Georges CofE School, Bourton
- St Gregory's CofE VA Primary School
- Wyke Primary School
- Milton on Stour CofE Primary School
- Ludwell Primary School



**'The school is a friendly learning community where pupils behave extremely well. They are very polite and courteous, showing great respect for each other and for adults'.**

Ofsted—Corsham Primary

# About our Schools

## North Wiltshire Hub




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| | **Aloeric Primary School** | We are a very happy team at Aloeric, with strong relationships between staff and pupils and between the school and the local community. We believe in putting the children at the heart of what we do and want to develop all aspects of every child as they travel through the school. There really is a fantastic welcoming atmosphere at Aloeric and we are fortunate to be working with wonderful children who inspire us to do more and become more. In fact, inspiring us to 'make a difference every day' - our school motto.<br><br>**Find the link to our website and watch our school video here** |
| | **Corsham Primary School** | Corsham Primary School is situated over two sites, Pound Pill and Broadwood. We always believe that in order for a school to be successful, it must be happy. We nurture a strong sense of partnership between the school and the family that lies at the heart of the children's happiness and success. Corsham Primary is a fun place to be, and there is always something happening to enhance an already exciting curriculum. We enjoy and participate in enriching experiences that enhance our curriculum and support our learning.<br><br>**Find the link to our website and watch our school videos on the below links:**<br>**Pound Pill Site** **Broadwood Site** |
| | **Ivy Lane Primary School** | Ivy Lane is a 'family' of hardworking and supportive staff who work together to inspire and make a difference to the lives of our children. We are 'good' school where teamwork is highly valued.<br>Our school values of 'Learning, Environment, Others and Ourselves' underpin our ethos. We place a huge importance on outdoor learning and we have an extensive provision of social and emotional support for our children. We also have an on-site nursery classroom providing education for children aged 3-11.<br>Ivy Lane school community really is a special place to learn - so come and join the fun!<br><br>**Find the link to our website and watch our school video here** |
| | **Princecroft Primary School** | 'We are what we repeatedly do. Excellence, then, is not an act, but a habit.' Aristotle<br><br>Princecroft aims to be one of the best primary schools in the country, with a culture of excellence embedded in everything we do. We want to provide an outstanding education to ensure each child reaches their greatest potential to achieve their very best in life. Our values of Achieve, Respect and Believe are central to everything we do at Princecroft and we have children who are happy, hardworking and well-behaved.<br><br>**Find the link to our website and watch our school video here** |
| | **Queen's Crescent School** | Queen's Crescent is a vibrant school with over 400 pupils. Our energetic, caring and positive staff are committed to providing the best primary education for all our children. Children learn best when they are happy and safe, so we aim to provide a nurturing environment that allows children to succeed but also feel safe to make mistakes along the way. In such an atmosphere, we believe that every child can achieve his or her full potential, irrespective of ability or background.<br><br>**Find the link to our website and watch our school video here** |

# About our Schools

## South Wiltshire Hub




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| | **Alderbury and West Grimstead CofE Primary School** | Alderbury and West Grimstead School (AWGS) is located 4 miles east of Salisbury and enjoys a delightful semirural location. As a Church School, our Vision "Foundations for Life" is based on the parable of the Wise and Foolish Builders. We provide a caring and nurturing community and aim to give every child the best possible foundation for their life, both in terms of their academic achievements and pastoral care. The school has excellent links with the local community, through the parish churches and also through other community groups.<br><br>**Please find the link to our website here** |
| | **Longford CofE Primary School** | Longford is a friendly village school, set in beautiful countryside, within short distance of the city of Salisbury.<br>Our school family is caring and committed to ensuring that all pupils flourish. Our small class sizes ensure that we know our children extremely well.<br>We believe in the power of education to change lives for the better. At Longford this involves working in partnership with parents, nurturing the development of the whole child and instilling a love of life-long learning.<br><br>Please find the link to our website here |
| | **Ludwell Primary School** | At Ludwell Primary School, we are passionate about learning and wellbeing. We believe that a successful learning community, is a happy and supportive one.<br>We seek to create an environment where independent learning, creativity and kindness is at the heart of all we do. Our children and staff are encouraged to adopt a growth mindset, think for themselves and take responsibility for their own wellbeing, and that of others, including the environment.<br><br>**Find the link to our website and watch our school video here** |
| | **Greentrees Primary School** | Greentrees is a two-form entry primary school on two sites – one for Reception, Year 1 and Year 2 and another, for Years 3 to 6. We truly believe that Greentrees is a very special place where everyone works together to ensure that our pupils are successful. This collaborative effort is key to our success – staff, governors, pupils and their families working in true partnership towards a shared vision. Children feel safe, supported and motivated to achieve their very best.<br><br>**Find the link to our website and watch our school video here** |
| | **Pitton CofE Primary School** | Pitton is a small family school set in the most beautiful of settings about five miles east of Salisbury. Our small setting provides a strong family environment which promotes growth, fulfilment and achievement academically, emotionally, spiritually and socially. Growth mind-set is at the heart of our community, involved in every aspect of school life. We motivate and support each other to tackle new challenges, persevere and stretch ourselves.<br><br>We are committed to ensuring every child feels unique, valued and integral to our school community. We strive to be pillars of the community, who respect and make a positive difference to the world around us; and for every one of us to be a role model, who inspires a love of learning and the sharing of success. Our school takes pride in leading the children on their journey to acquire the skills and attributes needed to achieve their dreams and aspirations in the future.<br><br>**Find the link to our website and watch our school video here** |
| | **Winterslow CofE Primary School** | We are a church school at the heart of Winterslow village . Our school has a warm, friendly, family-feel that we all value. We know our staff and children extremely well and treat them with respect. Children do very well here and are appropriately supported and challenged, through high quality teaching, so that they can make good progress. Our facilities are excellent. The original school building is full of character and dates from Victorian times. We are extremely fortunate to have a heated swimming pool and a vast availability of laptops and Ipads. Please feel free to pop in and see how we sparkle.<br><br>**Find the link to our website and watch our school video here** |

# About our Schools

## South Wiltshire Hub




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| | **Gomeldon Primary School** | Nestled in our beautiful village approximately 5 miles from Salisbury, we are a small community school that is proud of the warm family-feel we create. At Gomeldon we work together to create an inspirational learning community in which everyone is valued, supported, and equipped for lifelong learning.<br><br>As a community school that recently celebrated its 110th birthday, we recognise the importance of the role of the school in the local community in creating a strong partnership between children, parents, the staff and the residents of Gomeldon, the surrounding area as well as the wider world.<br><br>**Please find the link to our website here** |
| | **Winterbourne Earls CofE Primary School** | We are a busy school with lots going on, rooted in Christian values with close links with the parish church and an important part of the local community. With approximately 190 children on roll, we have seven classes with one class per year group.<br><br>Our aim is to provide a happy learning environment where children thrive. The positive mental health and wellbeing of our whole school community is paramount and we support this through developing the very best relationships both with staff and pupils. Our new relationships charter, based on the message, 'Be Ready, Be Respectful and Be Kind' is becoming embedded and reflects how we want everyone to be valued. We also recognise through our vision statement that each one has a part to play in building and sustaining such a welcoming, inclusive ethos.<br><br>Please find the link to our website here |
| | **Woodford Valley C.E. Primary Academy** | Woodford Valley C.E. Primary Academy is a one-form entry primary school located next to the church in the small village of Middle Woodford in South Wiltshire. The school is nestled within the beautiful countryside of the Woodford Valley which runs between the historic city of Salisbury, and the ancient town of Amesbury, with the world-famous Stonehenge just beyond.<br><br>We are a vibrant, inclusive and family orientated school with a strong Christian ethos. As a school, we offer our children an enriching and engaging curriculum, a range of fulfilling experiences and the opportunity to develop values and skills that will enable them to flourish and live life to the full. We value the uniqueness of every child, supporting and challenging them to be their very best.<br><br>**Find the link to our website here** |
| | **St. Andrew's V.A Primary School** | We are a busy and friendly school, where our main aim is to create a happy environment where all children can thrive and achieve success.<br><br>**Find the link to our website and watch our school video here** |

# About our Schools

## Dorset Hub




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| | **St Georges CofE School, Bourton** | Our school is set in the village of Bourton next to St George's Church. We have 120 children on roll, taught in four classes by experienced hardworking teachers and teaching assistants. We pride ourselves on the warm, friendly, safe and happy atmosphere throughout the school and the importance we place on developing the skills and talents of all our children.<br><br>Our talented staff work together, with the highest aspirations for all our children, to provide a creative, innovative curriculum supported by a wide range of enrichment activities, ranging from regular class visits out of school to taking part in orchestral concerts and playing sport at county level. We are very proud of our school community, if you would like to visit us to see us in action we would be delighted to meet you and show you around. Please contact the school office to arrange a visit.<br><br>**Find the link to our website here** |
| | **St Gregory's CofE VA Primary School** | We are an ambitious, constantly evolving, village primary school. We believe that all children should be given the opportunity to flourish, express themselves and reach their potential according to their individual strengths and skills. We support our children's wellbeing and foster a love of outdoor and indoor learning within our rural, Christian community.<br>Our children develop a passion for learning, a strong sense of self-worth, resilience and independence, which prepares them for the diverse, ever changing world in which we live.<br><br>The values of St Gregory's of Love, Faith and Hope, are central to our children's time with us and in their future lives.<br><br>**Find the link to our website here** |
| | **Milton on Stour CofE Primary School** | Milton -on Stour Primary School is set in the beautiful North Dorset countryside, just outside the town of Gillingham. The school is a five class Church of England Primary school with mixed age classes and lies adjacent to the St Jude and St Simon Church.<br>At Milton our core values are Love, Hope and Joy and our Christian ethos is underpinned by the story of The Good Shepherd. Our school prides itself on a curriculum that is text rich and offers experiential learning, with embracing diversity, developing character skills and assured oracy at the heart of what we do.<br><br>Milton on Stour Primary School strongly believes in collaboration and sharing of best practice to enable our children to flourish in their school and their community.<br><br>**Find the link to our website here** |
| | **Gillingham Primary School** | Our busy and vibrant atmosphere and inclusive ethos welcomes every staff member, child and family. We pride ourselves on the excellent care, support, guidance and challenge we provide as we work together during these important years of a child's life.<br><br>Our vision "Enjoy - Engage - Excel" is the driving force behind everything we do. We believe that happy, enthusiastic children learn best and we are determined to create a climate that enables children to explore their ideas and develop their abilities and talents to the full.<br><br>**Find the link to our website and watch our school video here** |
| | **Wyke Primary School** | Wyke Primary School is a friendly school situated on the outskirts of Gillingham in beautiful North Dorset. We are a happy, child-centred school with a dedicated staff team and are proud to offer a safe, welcoming and nurturing school with a strong sense of belonging. We are a growing school and we pride ourselves that we know each and every child inside out. We help each child find their strengths and talents so that they will flourish and be challenged.<br><br>**Find the link to our website here and watch our school video here** |

# About our Schools

## Dorset Hub




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| ALL SAINTS BISHOPS CAUNDLE Nurturing hearts; Inspiring minds | **All Saints CofE Primary School** | All Saints is a family centered, warm and friendly school where we treasure the relationships we have with our parents and carers. We believe that school should be a fun experience for children: visitors always comment on the positive feel we have here. Further to this, we have close links with our local community who are proud of what we have achieved at All Saints.<br><br>**Find the link to our website here** |
| LUDWELL PRIMARY SCHOOL | **Ludwell Primary School** | At Ludwell Primary School, we are passionate about learning and wellbeing. We believe that a successful learning community, is a happy and supportive one.<br><br>We seek to create an environment where independent learning, creativity and kindness is at the heart of all we do. Our children and adults are encouraged to adopt a growth mindset, think for themselves and take responsibility for their own wellbeing, and that of others, including the environment.<br><br>**Find the link to our website here** |

**'Everyone has been really welcoming. From the moment I stepped into the school building, I felt instantly like I belonged'.**

New Starter



# Why work with a school that is a member of Pickwick Academy Trust?

Pickwick schools are based across Wiltshire and Dorset. Both are areas of natural beauty and in close proximity to vibrant cities, beautiful countryside and coast.

Our schools benefit from outstanding modern facilities including spacious, light classrooms, which are fully equipped with a whiteboard and other modern equipment to help facilitate teaching and learning. Support staff are provided with good quality equipment to enable them to carry out their role.

Working at a Pickwick school is busy and very rewarding. Our Schools have high expectations of its staff, so looks to offer a positive range of benefits

## Staff Benefits




We also offer:-

- A real family and togetherness feel, where everyone is included and listened to, and ensures no one feels isolated.
- Recognition and reward for other school and local government continuous service (some restrictions to eligibility apply).
- Generous terms and conditions, and transparent policies with staff consulted directly on all key HR policies.
- A strong central team committed to and providing high level of support for staff at all levels.
- High quality Teaching and Support Staff to enable quality first teaching.
- A People Strategy which sets out the Trust's commitments and initiatives to support staff.

# Did you know our Pension Benefits is some of the best?

Planning for retirement is essential, while the state pension provides a basic income, it may not be enough to support the lifestyle you want in retirement. Pickwick Academy Trust offers all employees a generous Pension Scheme which helps you save more with the added benefit of tax efficiency and all our Staff are automatically enrolled (if eligible). Support Staff are enrolled onto the Local Government Pension Scheme (LGPS) (Wiltshire LGPS) (Dorset LGPS) , and Teaching Staff onto the Teacher Pension Scheme (TPS). Being part of the LGPS or TPS is an important part of our staff overall reward package, offering peace of mind for you and your family.

By joining Pickwick Academy Trust and accessing your pension you can enjoy:-

## Support Staff

- A **secure, inflation-proof pension** to support you in retirement.
- **Life cover** for your loved ones if the unexpected happens.
- **Tax relief** on your contributions.
- Flexibility to **increase or decrease your payments** based on your needs.
- The option to **transfer previous pensions** into the LGPS within 12 months.
- Access to a **secure online portal** to manage your pension and plan ahead.

**Additional Perks After Two Years**

Once you've been a member for at least two years, you unlock further benefits, including:

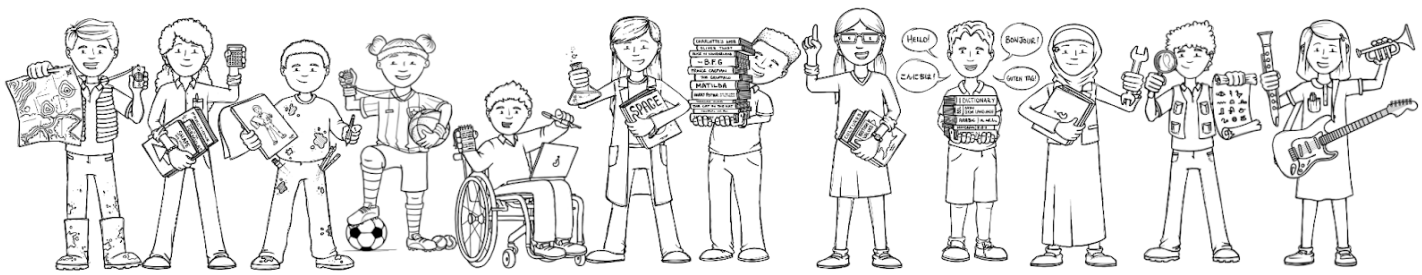
- The option to start your pension at retirement age.
- A **tax-free lump sum** as part of your pension package.
- Support through **ill health cover** if you're unable to work. If you can't undertake any work, your pension may be enhanced.
- Immediate access to your pension (without reductions) if you are 55 or older and your job ends due to redundancy or business efficiency.

## Teaching Staff

- A **secure, inflation-proof pension** to support you in retirement.
- Tiered salary contributions with generous employer contributions (over a quarter of your take home pay)
- **Life cover** and Death Grant for your loved ones if the unexpected happens.
- **Tax relief** on your contributions.
- Flexibility to **increase or decrease your payments** based on your needs.
- Access to a **secure online portal** to manage your pension and plan ahead.
- **Flexible retirement:** You can start drawing your pension from age 55* and convert part of it into a tax-free lump sum.

**Additional Benefits**

- Ill-health protection: If you're too ill to continue teaching, you could access your pension benefits early. If you can't undertake any work, your pension may be enhanced.
- Boost your savings: The scheme allows you to increase your pension accrual or reduce the financial impact of early retirement through flexible options.



# Workload and Wellbeing Initiatives

At Pickwick Academy Trust we like to think of ourselves not only as an 'Employer of Choice', but also an 'Employer of Trust'. Trust is the basis of all relationships in the workplace and we do this by ensuring that we have a culture of fairness, kindness and compassion for all role types and levels within the organisation.




We recognise that staff wellbeing is a vital component of this trust, it helps reduce stress and ensures we have healthy and happy schools. At Pickwick Academy Trust we want to improve the working lives of our staff and so aim to promote and maintain better health and wellbeing, we also ensure there are equal opportunities for colleagues to access support and resources to improve all our home and working lives.

We do this by:

- Ensuring there is a culture where staff are encouraged to debate and constructively challenge established practice that could be more efficient, reduce workload, and does not have as much impact on pupil outcomes and experiences as it could.
- As a Trust we are actively exploring how AI can help alleviate workloads in both teaching and business based roles
- Blocking PPA for teachers whenever possible; enabling teachers to choose whether to do their PPA onsite or at home as appropriate.
- Having no more than one whole-staff team after school development/CPD session per week (and no more than two for the SLT); aligning calendars to ensure Pickwick professional development is woven into each school's scheduled training sessions; carefully considering workload impact if staff attend other sessions, e.g. 1:1 or small group training/ sessions/mentoring.
- Supporting and encouraging staff to identify and implement strategies for maintaining a positive, healthy and fulfilling life at work and at home that works for them (there will not be a one-size-fits all model for this).
- Encouraging staff not to access work communications on their personal devices, and setting out that there is no expectation to respond to non-emergency communications immediately or outside the hours of Monday-Friday 07:30-18:30.
- Having a flexible working policy which is more generous that the statutory norm.
- Embracing remote ways of working where possible and if roles allow.

**We ensure that all staff have access to quality external support services in relation to their Health and Wellbeing.**



**I have only been in this school since April and I cannot fault them one bit. Totally caring, understanding, and supportive. I have never worked anywhere that has treated me this well in 35 years.**

# Equity, Diversity, Inclusion and Justice

At Pickwick Academy Trust, we are committed to fostering an inclusive environment where all individuals are valued and respected. We believe that a diverse and inclusive workforce not only enhances our organisational culture but also drives innovation and creativity, and provides a supportive and enriching atmosphere for our children.

We embrace diversity in all its forms and strive to ensure equitable opportunities for everyone, regardless of background or identity. Within our trust we actively promote a culture of respect, fairness and inclusion, where all staff can thrive and contribute to our shared goals. We encourage applications from individuals of all backgrounds and experiences.

Within Pickwick Academy Trust we are committed to providing reasonable adjustments to support individuals with disabilities, including those with Special Educational Needs and Disabilities (SEND) and neurodivergent conditions. We recognise the value of neurodiversity and aim to ensure inclusive recruitment, working practices, and environments that enable all individuals to thrive.

At Pickwick Academy Trust, we aim to be more than an Employer of Choice, we strive to be an Employer of Trust. That trust is built on our commitment to Equity, Diversity, Inclusion and Justice (EDIJ), which shapes how we recruit, support and develop our people.

Within our Trust, EDIJ means:

- Equity is about recognising that some groups are more advantaged than others, and putting measures in place to help eliminate these disadvantages, ensuring more equal opportunities for all.
- Diversity is about celebrating individual differences amongst our workforce, recognising a diverse workforce strengthens our culture and enhances our ability to educate our children well.
- Inclusion is about ensuring everyone feels comfortable to be themselves at work and feels the worth of their contribution.
- Justice is the active process of identifying and dismantling barriers that may historically have led to exclusion or unfairness. Within Pickwick Academy Trust, this means not just accepting the status quo but critically examining our policies, structures, and daily practices and approaches to rectify systemic unfairness to help ensure every individual has the support they need to thrive.

EDIJ sits at the heart of our People Strategy and supports our wider mission to deliver the very best outcomes for our staff, our schools and the children and communities we serve.

We are committed to fair, transparent and inclusive recruitment practices. Job descriptions and person specifications are being reviewed to ensure they are objective and proportionate and don't act as a barrier to application from different groups. The Trust is also actively working towards Disability Confident status and is committed to being a disability inclusive employer. We welcome requests for reasonable adjustments at any stage of recruitment, ensuring all candidates who have a disability are supported to participate fully and fairly.




Progression and professional development within the Trust are based on merit and capability, within an inclusive framework that reflects the local communities we serve in Wiltshire and Dorset.

Inclusion is actively promoted across the Trust through a range of cultural and practical measures, including providing EDIJ training for all staff and recruitment panels being required to complete Unconscious Bias Training. We are also actively searching for new ways to attract a more diverse workforce. We also offer our support for national awareness events such as Black History Month and Pride, and our Flexible Working Policy goes above and beyond statutory requirements ensuring work is accessible to a range of people.

We encourage applications from individuals of all backgrounds and experiences. Within Pickwick Academy Trust we are committed to providing reasonable adjustments to support individuals with disabilities, including those with Special Educational Needs, Disabilities (SEND) and neurodivergent conditions. We recognise the value of neurodiversity and aim to ensure inclusive recruitment, working practices, and environments that enable all individuals to thrive.

If you require any adjustments during the application or interview process, please contact us at recruitment@pickwickacademytrust.co.uk

# Professional Development

At Pickwick Academy Trust we want to help develop our staff so that they become the best that they can be, feel confident in carrying out their role, fulfilled and happy at work. To aid this we have a dedicated Professional Development Director who has particular responsibility for oversight of professional development and learning across the trust, supporting schools with curriculum development, trainee teachers and early career teachers as well as arranging leadership development and training opportunities for support staff.





## INDUCTION

Pickwick Academy Trust recognises that a good induction is essential to integrating new employees into our Trust and to help them feel part of the team, whilst also helping them to shine in their role as quickly as possible. ALL new staff are therefore provided a comprehensive Induction Programme, both at Trust and local level .

Each induction is an ongoing process and is carefully planned and tailored to the individual to help them make a valuable contribution and fulfil their role to the best of their ability as soon as possible.

## DEVELOPMENT

As an organisation we are committed to continuing to support the development of all our staff and to provide them with access to effective continuous professional development, and opportunities for learning, dependent and tailored to the specific identified development needs of each individual.

## COLLABORATION

As a member of staff in a multi academy trust you will have instant access to a diverse range of schools, which allows for additional career opportunities, sharing of good practice and inter-school collaboration.

## STAFF CONFERENCES

Each February we hold 2 conferences; one for teaching staff and the other for the business team. Various workshops and speakers are provided to enhance knowledge and both practical and soft skills. It is also a great opportunity for colleagues to come together in person and celebrate the work that they do.

## APPRENTICESHIPS

Pickwick Academy Trust is committed to supporting employees who would like develop their careers. To this end, we are in partnership with several apprenticeship providers. Here there are opportunities to learn and acquire new skills in both teaching, and support roles.



# The Application Process

The purpose of the application and selection process is to assess your suitability for the post and give the panel an opportunity to seek clarification on information which you have provided on the application form and any accompanying information. It also provides the candidate the opportunity to gain further insight as to what the role may entail and what the school setting is like.

As this post holder will be working in regulated activity and will have contact with children, the interview will also assess your suitability to work with children and will include questions relating to safeguarding and promoting the welfare of children.

## How to apply

To apply for a position at The Pickwick Academy Trust you will need to complete an online application via MyNewTerm.

- Please note that only fully completed application forms will be considered, CVs will not be accepted. You must complete the application in full giving details of all employment, training and gaps in employment since leaving education.
- Your personal statement will be used at interview to ensure that we recruit a strong candidate who is well suited to the values of our organisation. We recognise that AI tools can support applicants when drafting their personal statements, however, we strongly encourage candidates to ensure their submissions reflect themselves, are authentic and tailored to the role as overreliance on such tools may result in a statement that does not reflect your individual skills, knowledge, or experiences.
- Please ensure the closing date for applications is met, we cannot be held responsible for lost or late applications. Due to the large number of applications it is not always possible to respond to each application but we aim to respond within two weeks of the vacancy closing date.
- We recommend early submission of your application, we reserve the right to close a job posting early.
- Applications should be submitted directly via MyNewTerm, you can access our careers page, or join our Talent Pool for the trust by using the link below;

Pickwick Academy Trust, | Teaching & Education Jobs | MyNewTerm

If you would like to arrange a visit to the school please contact the school directly to arrange a mutually convenient time or for more information about how to apply or any other queries please contact recruitment@pickwickacademytrust.co.uk

**4500** CHILDREN
4500 pupils learning together across our schools

**21** SCHOOLS
21 community and church primary schools in Pickwick

**3** HUBS
We are organised into three geographical hubs

**600** STAFF
We have over 600 fantastic members of staff



## Safer Recruitment

As part of our safer recruitment process please find a link to our Overarching Statement for Safeguarding, Recruitment of ex-offenders policy and Recruitment Documents.

All posts are exempt from the Rehabilitation of Offenders Act 1974 and therefore the amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected', are not subject to disclosure and cannot be taken into account. Further information about filtering offences can be found at the DBS filtering guide.

**It is an offence for any applicant to apply for the role if the applicant is barred from engaging in regulated activity relevant to children.**

In accordance with Keeping Children Safe In Education (KCSIE) guidance, we will use Search Engines, and if appropriate websites, to research information on shortlisted candidates, to determine suitability to work with children and keep them safe. This is not part of the shortlisting process; if there are any findings of concern, you will be given the opportunity to address them at interview.

**Please note it is usual practice in the Education sector for references to be sought prior to interview, referees will be asked whether candidates have been involved in any disciplinary procedures, substantiated concerns or allegations related to the safety and welfare of children or young people.**



***'Everyone counts and everyone is valued.'***

***Parent—Winterslow CofE Primary School***

Pickwick Academy Trust

**Email:** recruitment@pickwickacademytrust.co.uk

**Website:** www.pickwickacademytrust.co.uk

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