



ST PAUL'S ACADEMY

FINCHALE ROAD, ABBEY WOOD, LONDON SE2 9PX

TEL: 0208 311 3868

FAX: 020 8312 1642

WEBSITE: WWW.STPAULSACADEMY.ORG.UK

Principal: Patrick Winston MBA(Ed), BEd

Achieve Programme Co-ordinator

Required from 1st September 2018

Salary to be negotiated depending on experience

Roll: 1200

The Archdiocese of Southwark sponsors St Paul's Academy, which replaced the successful St Paul's Catholic School in order to increase the number of Catholic and community places available to local children. The Academy moved to a brand new building with outstanding facilities in January 2010. Last summer 69% of the students achieved Grade 4+ in both English & Mathematics and 48% of the cohort achieved Grade 5+ in both subjects. In the Section 48 Inspection (May 2013), the headline was *St Paul's is an outstanding school*. In the most recent Ofsted Inspection in June 2017, the school was judged to be Good "*the school continues to be a positive learning environment, where pupils are well cared for*".

The Academy is looking for a well-qualified and enthusiastic Achieve Programme Co-ordinator. This post would be ideal for a candidate who has a proven track record of success working with a diverse group of students and the ability to lead and develop the Achieve Programme.

We offer:

- excellent support for all teaching staff
- opportunities for further professional development
- extensive staff benefits

St Paul's Academy is committed to safeguarding and promoting the welfare of children and young people; it expects all members of staff to share this commitment. This post is subject to a Disclosure and Barring Service (DBS) check.

For an application form and information pack, please contact lisa.way@stpauls.greenwich.sch.uk or visit the school website www.stpaulsacademy.org.uk

For an informal discussion about the role please contact Michelle Hepburn or Alan Grogan 0208 311 3868 x144



Closing date for applications is
12 noon Friday, 23rd March 2018
Interviews will take place on Thursday 29th March



ACADEMIES



ST PAUL'S ACADEMY

March 2018

Dear Applicant

Achieve Programme Co-ordinator

Thank you for indicating an interest in the above post. I do hope you will find the time to carefully consider all the documentation in the pack and if you are interested by what you read we would be delighted to receive your formal application.

The Academy moved to its new campus in Abbey Wood in January 2010. St Paul's was an already successful school and will achieve even greater success through the opportunities being offered by the development of the Academy.

The Archdiocese of Southwark, whose vision of a Catholic School for the future has shaped this project, sponsors the Academy. The Academy intake gives priority to children from practicing catholic backgrounds and also reserves a number of places for children of other and no faiths.

It officially opened in September 2005 with approximately 660 students and has now reached its full capacity of 1,200 students.

The Academy has specialisms of Sports and Enterprise, which is reflected in the excellent sporting and learning facilities in the new building. An important aspect of your role will be to ensure that the specialism underpins the whole curriculum and that all students have the opportunity to develop and apply their knowledge and skills.

You will note in the pack that there is also a strong emphasis on developing and implementing new approaches to learning so that students of all abilities will be continually motivated and challenged to achieve their full potential. For this to happen we require committed staff who are able to deliver the very latest and the very best practice in teaching and learning strategies.

The successful applicant will be working within the Inclusion department, which is led by Aine Allen.

If you would like to be part of a unique educational project providing you with high challenge and high reward and if you feel you have the prerequisite skills, experience and qualities, please do not hesitate to apply.

I look forward to meeting with those applicants invited for interview and to sharing ideas about turning the vision into reality.

Patrick Winston
Principal



ST PAUL'S ACADEMY

Job Description

Achieve Programme Co-ordinator

Purpose of role

The Achieve Program Co-ordinator will work alongside the Inclusion Learning Zone and Senior Leadership Team, supporting the whole school community, to oversee the implementation of the school's Achieve Program, early intervention and transition Programs. They will support all staff, students and parents in order to provide key interventions for our most vulnerable and at risk students as well working alongside our high achievers as necessary.

Main Responsibilities

- To support the work of the Assistant Principals for Inclusion and Progress & Intervention, Behaviour Leads, RSLs and form tutors via the Inclusion Panel: to analyse all available school data relating to behaviour e.g. school reports / behaviour watch system and SEND information in order to agree and implement appropriate interventions, and to regularly review, analyse and evaluate these as necessary.
- To manage and co-ordinate the SPA Achieve Programme at Key stage 4.
- To oversee a variety of transition and targeted intervention groups with Key stage 3 pupils.
- To work closely with the Year 7 Pastoral Team to identify students at risk of exclusion who would benefit from early intervention.
- To co-ordinate the SPA Ready for Learning Programme.
- To work with outside agencies in order to make sure that the school makes full use of advice and assistance, targeting the students in greatest need of support.
- To work with the Inclusion Team to organise activities which will support good behaviour, where appropriate involving parents and the local community.
- To work with colleagues across the Academy to develop and sustain elements of the school curriculum which will promote good behaviour, so that all students have the appropriate skills through which to understand their responsibility to others and the importance of socially responsible behaviour at all times.
- To remain up to date with current practice and legislation relevant to the post and undertake appropriate CPD in order to develop their effectiveness and to support staff across the school.



ST PAUL'S ACADEMY

Information for Applicants

Achieve Programme Co-ordinator

Closing date: 12pm (noon) Friday, 23rd March 2018

Interviews: Thursday 29th March

Interviews will be held at: St Paul's Academy
51 Finchale Road
Abbey Wood
London SE2 9PX

Job Specification

This tells you the main responsibilities of the job and details the knowledge, skills and experiences we are looking for. These 'criteria' will be used to make the appointment.

Applying

If you decide to apply for this post would you please complete the application form and enclose a letter in support of your application. It should also include the names of two referees and their email addresses.

Please forward your completed application form to Patrick Winston at St Paul's Academy.

patrick.winston@stpauls.greenwich.sch.uk