



# APPLICATION PACK HEAD OF LEARNING+ AT WESTFIELD ACADEMY



## Westfield Academy

Seeing the qualities in every child

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[www.westfieldacademy.co.uk](http://www.westfieldacademy.co.uk) Company Number 07664348



Westfield Academy continues to make a significant impact on the education and personal development in our community.

We have been rated ‘Good’ by OFSTED (2023, 2018, 2014) and our student numbers remain at full capacity.

Our site has seen substantial investment, including new sports facilities and Creative Arts spaces.

We invest in our staff through dedicated wellbeing support and extensive professional development opportunities.

All students have access to their own Chromebook, improving teaching, learning and feedback.

Our 11 full time, non-teaching Heads/Deputy Heads of Year are a key element to our strong pastoral care, to calm, focussed learning.

We are also the top choice for supply teachers locally, ensuring that staff cover is genuinely “rare cover”.

Please return your application form, including the names and addresses of two referees, to Lisa Jeffreys, Headteacher’s PA, (lisa.jeffreys@westfieldacademy.co.uk) by 09:00am on Monday 19 May 2025. Shortlisted candidates will be contacted by 5:00pm on Monday 19 May 2025. Interviews to take place on Friday 23 May 2025.

Detailed references will be requested for all shortlisted candidates prior to interview.

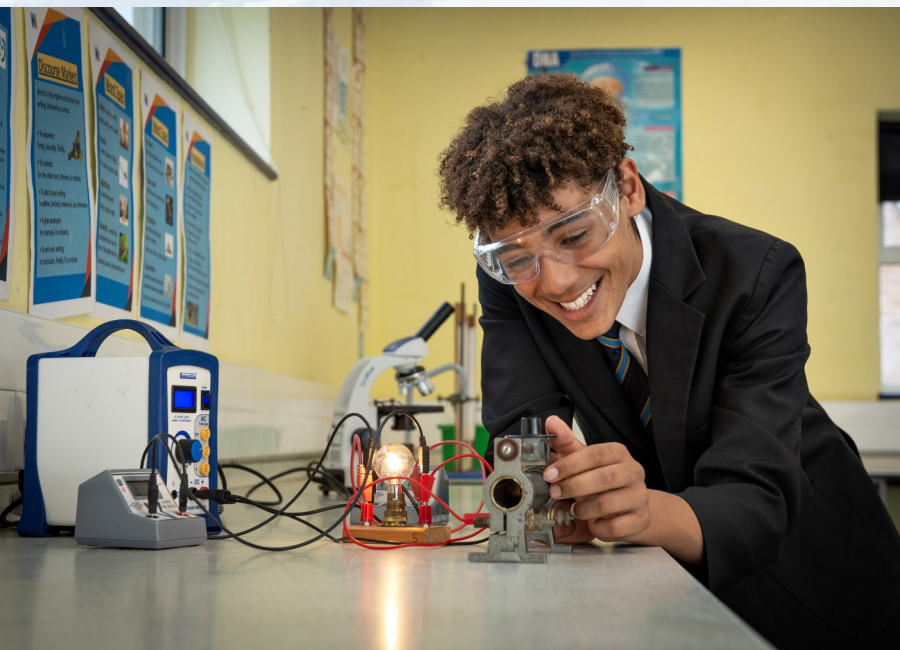
Westfield Academy is committed to safeguarding and promoting the welfare of children & young persons. An Enhanced Disclosure from the Disclosure and Barring Service (DBS) will be required from the successful candidate.

I look forward to hearing from you.

With best wishes



Simon Dallimore  
Headteacher



## Our Values and Ethos

Our motto is “Seeing the qualities in every child”, with our aim being to ensure all of our students become successful lifelong learners, confident individuals and responsible citizens. Our teachers and support staff work hard and are fully committed to challenging and supporting the students in their care.

### STRIVE—What are the values?

At the heart of our school community are a set of core values. These underpin our whole school curriculum and ethos. Our school values are:

- **Scholarship**—work hard and apply effective study habits
- **Teamwork**—be able to work positively and effectively with others, combining your efforts when working towards a shared goal
- **Be Resilient**— have self awareness, work with purpose and be willing to adapt to change
- **Have Integrity**—be honest in all that you do, have respect for others and take responsibility for your actions
- **Be Versatile**—be honest in all that you do, have respect for others and take responsibility for your actions
- **Have Empathy**—be aware of the feelings of others, contribute to your community and support your peers.

Students are encouraged to make the most of a wide range of extracurricular opportunities, including The Duke of Edinburgh Award Scheme. We run fixtures in all major sports and have a wide range of clubs and leisure sports activities. Students benefit from working with specialist coaches and enjoy good access to community clubs on and beyond the school site. For elite performers, there are a variety of further opportunities including sports psychology, training and nutrition.

Performing Arts are a real strength of Westfield. Students take advantage of a wide range of specialist Music tuition together with our choir, orchestra, string group and contemporary music groups. Students have the opportunity to perform in three concerts each year. Drama and Dance opportunities include an annual school play and two shows a year, all hosted in our theatre.

Westfield Academy is committed to using new technologies to support both teaching and learning. From 2019 all students at both Key Stage 3 and Key Stage 4, have their own Google Chromebook. These chromebooks are used to support learning across the curriculum. All teaching staff have their own chromebook.

Learning beyond the school site includes theatre visits, Geography field trips, ski trips and visits to Spain and France.

Regular rewards assemblies and annual awards evenings are where we recognise and celebrate the very wide range of student achievements. Students are also encouraged to take on roles of responsibility such as Prefects, House Captains and Form Captains, and to help further improve their own school through our School Council. All students are members of a tutor group and one of four houses, (Aqua, Ignis, Terra, Ventus). Houses form the basis of inter-house sporting activities and fundraising events. Students are encouraged to understand, respect and celebrate diversity, not least through our annual ‘Diversity Week’ programme.





## HEAD OF LEARNING+

### Role Overview

The Learning + unit is a small specialised provision for KS4 students. The unit's focus is to provide a nurturing environment that fosters both academic achievement and personal development. This role involves overseeing the learning and academic progress of students in the Learning + unit, while also playing a key role in supporting the wider school community through the delivery of Continuing Professional Development (CPD) for teachers.

### Key Responsibilities

#### Leadership and Management

- Lead and manage the Learning + unit, ensuring it provides high-quality educational support for students with complex learning, social, and emotional needs.
- Ensure effective academic support and personalised learning for students in the unit, including tracking progress and providing appropriate interventions.
- Lead the development of curriculum provision for Learning + students, ensuring a broad, balanced, and differentiated curriculum that meets the needs of all learners.
- Develop strategies for the successful reintegration of students into mainstream classrooms.
- Manage the day-to-day operations of the unit, ensuring all students have access to a stimulating and supportive learning environment.
- Work closely with senior leadership to promote and develop whole-school inclusion strategies.

#### Curriculum and CPD

- Deliver CPD to teaching staff across the academy, with a focus on strategies to support the successful integration and progress of Learning + students in mainstream classes.
- Support colleagues in the development of classroom strategies that promote effective teaching, learning, and student well-being.
- Promote the adoption of evidence-based teaching and learning practices across the school.

#### Pastoral and Safeguarding

- Provide leadership in the creation of a safe and supportive environment for students, promoting positive behaviours and ensuring effective pastoral support.
- Be a role model for managing student behaviour, using de-escalation techniques and fostering positive relationships.
- Ensure adherence to safeguarding procedures and practices, maintaining the safety and well-being of all students.





# **JOB DESCRIPTION *(continued)***

## **To be an effective teacher of students across the age and ability range**

- Lead by example – act as a positive role model to students and be an effective classroom practitioner.
- Plan and prepare effective lessons that meet the requirements of the school's Learning & Teaching Policy and which meet the needs of all learners.
- Deliver lessons to students across a range of subjects, in accordance with own skills and knowledge
- Ensure students work is marked regularly in accordance with the school's Assessment & Reporting Policy.
- To use assessment diagnostically to further improve students' learning and to be able to report progress to the Heads of Department, the leadership team and to parents.
- Ensure high standards of behaviour through implementation of the school's Behaviour for Learning Policy.
- Ensure that the classroom is a welcoming and stimulating environment in which to work.
- Ensure other relevant school and department policies and procedures are adhered to.

## **Decision Making**

- Take appropriate actions to improve the behaviour and attainment of students in Learning+.

## **Physical Effort & Working Conditions**

- Classroom based.
- Access to office facilities, desk and computer.

## **Contacts & Relationships**

The postholder will work closely with teachers and support staff at every level in the school; students, parents/carers to provide information and advice; direct, guide, motivate, monitor, praise and sanction.

## **Additional Information**

In addition to the above responsibilities and duties the post holder will carry out the professional duties expected of all teachers as laid out in the Teachers' Standards document 2012, The Westfield Standards document 2017, the Westfield Staff Code of Conduct and Dress and Appearance document.

## **Knowledge, Skills & Experience**

See Person Specification.





# PERSON SPECIFICATION

## Qualifications & Training

### Essential

- First degree or equivalent
- DfE recognised qualified teacher status or Qualified Teacher Learning and Skills status
- Committed to own personal development
- Evidence of recent relevant CPD
- Uses effective learning and teaching strategies
- Uses strategies to promote good student relationships, attendance and behaviour
- Has knowledge and understanding of new curriculum initiatives or willingness to obtain these where appropriate
- Good understanding of effective safeguarding procedures
- Effective classroom practitioner

## Experience

### Essential

- Effective and systematic behaviour management – experience of using de-escalation techniques in a school setting; experience of maintaining clear boundaries and using sanctions, praise and rewards
- Experience of analysing and interpreting assessment data to ensure effective pupil progress, raise standards and achieve outstanding pupil outcomes
- Experience of effectively working with others including other schools/teaching schools
- Evidence of managing, planning and organising major curriculum areas and driving innovations in teaching and learning
- Experience of supporting all aspects of inclusion to successfully meet the needs of pupils with complex special educational, social and emotional needs

### Desirable

- Evidence of managing, planning and organising a curriculum area and driving innovations in teaching and learning
- Successful and proven track record of leading a CPD/project with demonstrable impact on school improvement
- Experience of line management with demonstrable positive impact, successful development of colleagues
- Evidence of CPD relevant to the post
- Has worked successfully with students of all abilities
- Record of raising achievement
- Ability to develop the talents and potential of all students and colleagues
- Ability to communicate effectively and foster good relationships with colleagues, students, parents and community partners
- Ability to use evidence to make decisions and prioritise actions
- Evidence of commitment to safeguarding children

## Knowledge

### Essential

- Knowledge and awareness of the SEN code of practice
- A clear understanding of what constitutes a broad and balanced curriculum that meets statutory requirements and is sufficiently well-differentiated and resourced to meet the needs of all
- A solid understanding of a range of teaching and learning strategies and a good understanding of current pedagogical thinking
- Knowledge of what constitutes outstanding teaching and learning (including Teacher Standards) and a range of strategies (including coaching and mentoring systems) to support the development of teaching and learning

### Desirable

- Knowledge of whole school quality assurance, progress, curriculum and accountability
- An understanding of a range of special needs, especially SEMH, ASD, ADHD and SpLD

## Skills and Abilities

### Essential

- Strong analytical, strategic, interpersonal and thinking skills
- Ability to teach KS3 and KS4 across subject, age and ability range
- Excellent interpersonal and communication skills, and the ability to form strong relationships with all stakeholder groups (pupils, parents and carers, colleagues, external agencies, wider community etc.)
- Ability to reflect and self-evaluate

### Desirable

- An understanding of expeditionary learning
- A track record of being an excellent classroom teacher with the ability to model best teaching and learning practice across the academy

## Personal Aptitude

### Essential

- Personal and professional resilience in the face of challenging situations
- Self-motivated, productive, diligent, and thorough
- Commitment to an open, collaborative style of management
- Concern for the development of colleagues and members of the wider school community
- Commitment to your personal and professional development and that of all staff
- Convinced of the transformative nature of excellent education
- Empathy with the needs of children
- Commitment to the safeguarding of vulnerable young people
- A personal commitment to promoting inclusion, diversity, and access
- A commitment to the vision, values, aims and objectives of Westfield Academy



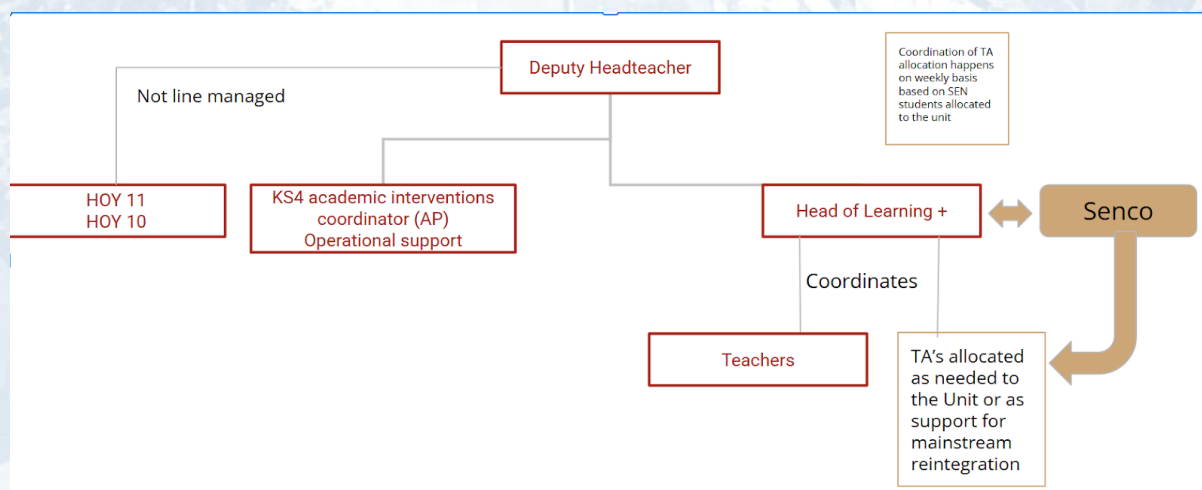
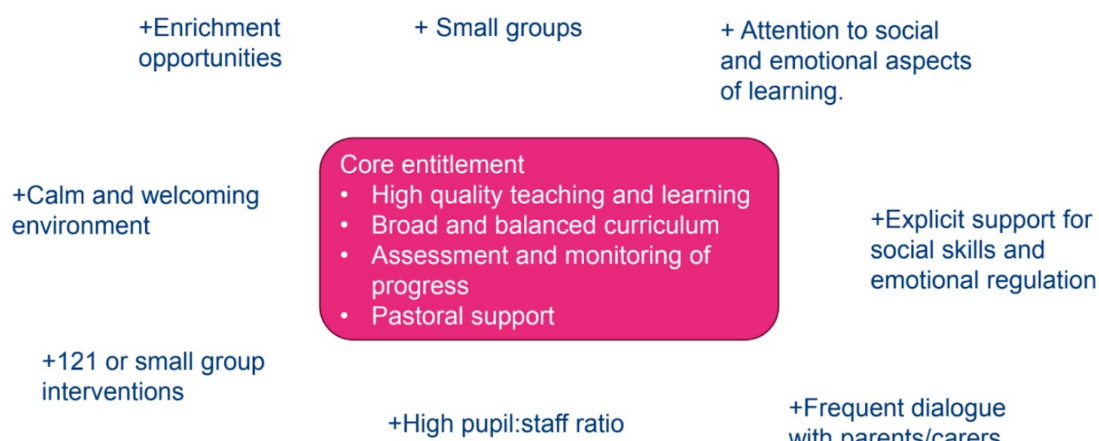
## Learning+ at Westfield Academy

**Learning+** is a small unit for up to 8 KS4 children on placements from within the school.

Up til now it has involved KS3 and 4 and has had a mainly pastoral focus. The new role of Head of this facility is for it to be academically centred maintaining learning whilst giving additional support.

This role will also involve the postholder in delivering CPD to teachers across the school so that the students who thrive in Learning+ can thrive on return to mainstream classes.

### Effective AP offers pupils more, not less, than the mainstream





# INFORMATION FOR APPLICANTS

Thank you for expressing an interest in this post at Westfield Academy.

Please complete the attached application form in full. Please note that CVs are not accepted as part of the application process.

We are committed to protecting the safety of all students within our care and our selection process is designed to minimise any risk. Part of the selection process will be to explore a candidate's motivation for working with students.

Detailed references will be taken up of all shortlisted candidates prior to interview.

Westfield Academy is committed to safeguarding and promoting the welfare of children & young persons. An Enhanced Disclosure from the Disclosure and Barring Service (DBS) will be required from the successful candidate.

All shortlisted candidates will be required to bring evidence of identity and proof of qualifications to interview.

The selection process may involve a number of different aspects as well as a panel interview. We will endeavour to ensure that you are able to gather as much information as possible regarding the school and you will also be able to ask questions relating to the post during the interview process.

The closing date for submission of applications is **09:00am on Monday 19 May 2025** with interviews taking place on **Friday 23 May 2025**.

Please mark your application for the attention of Mrs Lisa Jeffreys, Headteacher's PA, and return it via email to [lisa.jeffreys@westfieldacademy.co.uk](mailto:lisa.jeffreys@westfieldacademy.co.uk)

We look forward to receiving your application.





## Terms and Conditions of Employment

Westfield Academy Trust's normal terms of conditions of employment apply to the post of Head of Learning+. Final detailed terms and conditions are subject to agreement between the Trust and the successful candidate and will be reflected in the formal employment contract.

**Employer** Westfield Academy Trust

**Position** Head of Learning+  
Westfield Academy, Westfield Road, Yeovil, Somerset, BA21 3DB  
This position is full time and permanent.

**Reporting to** Deputy Headteacher

**Location** Westfield Academy and any other place operated by the Academy.

**Start Date** 1 September 2025

**Salary** Mainscale Teacher + TLR 2b

**Holidays** You are entitled to take holiday during normal school holidays except where your presence is required for the proper execution of your duties.

**Safeguarding** Westfield Academy Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. An enhanced DBS (previously CRB) check is required for the successful applicant.

**Pension Scheme** This post is eligible to be a member of the TPS.

[www.westfieldacademy.co.uk](http://www.westfieldacademy.co.uk)

