



**Vacancy Information Pack**

|  |  |
| --- | --- |
| **School Name:** | Mullion School |
| **Job Title:** | Senior Pastoral Lead (Safeguarding/ Mental Health) |

|  |  |
| --- | --- |
| **Information Pack Contents** |  |
| Advertisement | Provided in this document |
| School Information for Applicants | Provided in this document |
| Welcome to Our School | Provided in this document |
| General Background | Provided in this document |
| Class Organisation | Provided in this document |
| Staff Organisation | Provided in this document |
| Our Curriculum | Provided in this document |
| Safeguarding | Provided in this document |
| Application Information | Provided in this document |
| Job Description | Attached |
| Person Specification | Attached |
| Letter from Chair of Board of Trustees | [www.tpacademytrust.org/web/application\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811) |
| Application Form | [www.tpacademytrust.org/web/application\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811) |
| Equality and Diversity Monitoring Form | [www.tpacademytrust.org/web/application\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811) |



**MULLION SCHOOL**

|  |  |
| --- | --- |
| **Job Title:** | Senior Pastoral Lead (Safeguarding/ Mental Health) |
| **Pay Point / Pay Range:** | TPAT Scale 9 |
| **Full Time Equivalent Annual Salary:** | £26,369 (pro rata) |
| **Actual Annual Salary for this Role:** | £22,385.33 |
| **Contract Type:** | Permanent |
| **Hours Per Week / Weeks Per Year** | 37 hours / 39 weeks/44.263 paid weeks |
| **Closing Date:** | Thursday 8th June 2023 |
| **Proposed Shortlisting Date:** | Friday 9th June 2023 |
| **Proposed Interview Date:** | TBC |

Mullion School, part of Truro and Penwith Academy Trust, is looking to appoint an enthusiastic and motivated senior pastoral leader for Safeguarding and Mental Health. The post-holder will work closely within the pastoral team to guide and support students to access their learning, ensuring every child has the support they need to succeed within our thriving school.

As a key member of our pastoral team, you will be making a significant contribution to students learning, ensuring they are safe, and are protected from harm. You will also have a lead role in supporting student mental health. You will play a lead role in our culture of safeguarding, and in mentoring children to have positive attitudes to education, and to ‘dream big’ about their futures. You will work within an experienced and highly supportive team. You will have previous experience of working with children, supporting them to overcome barriers, and will believe, as we do, that education unlocks potential and the future for our children. You will be a passionate advocate for the entitlement of all children to education, and will champion diversity and inclusion, in line with our school ethos.

You will share our focus on supporting all our students to achieve their full potential and our commitment to their personal and social development alongside academic excellence.

Of crucial importance to us, our successful applicant will be a determined and resilient team player whose vision and principles fully align with our school’s inclusive ethos. You will share our dedication to education and removing barriers for our students, and will have a relentless and ambitious determination to support our students to develop the character and knowledge that will help them flourish and succeed in life.

**We are able to offer prospective applicants an opportunity to visit the school prior to application. Please email Sue Bennett, Head’s PA to arrange: sb@mullionschool.org.uk Please note that all visitors to the school are required to provide photo ID on arrival.**

|  |  |
| --- | --- |
| To find out more about the school please visit: | www.mullionschool.org.uk |
| To discuss this position please contact the Headteacher: | Email – head@mullionschool.org.uk  Telephone – 01326 240098 |
| Application packs can be downloaded from: | [www.tpacademytrust.org/web/application\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811) |
| Please email your completed application form and equality & diversity monitoring form by the closing date to: | Sue Bennett - sb@mullionschool.org.uk |

Please note that successful candidates will be informed via email.

*The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment. All successful applicants will be subject to appropriate pre-employment checks and will be required to complete a Disclosure and Barring Service (DBS) Enhanced Check, a Safeguarding Self-Declaration Form and satisfactory online searches undertaken.*

|  |  |
| --- | --- |
| **School Information for Applicants** | |
| **School Address:** | Mullion School, Meaver Road, Mullion, Helston, Cornwall TR12 7EB |
| **School Telephone Number:** | 01326 240098 |
| **School Email Address:** | sb@mullionschool.org.uk |
| **Name of Headteacher:** | Mrs Jan Woodhouse |
| **Website Address:** | www.mullionschool.org.uk |

  

|  |
| --- |
| **Welcome to Our School** |

This information pack will provide you with an insight into our school and offer some practical information which will be of use to you as a prospective member of our school community.

For more information about Mullion School, please see our website: www.mullionschool.org.uk

Our School enjoys working collaboratively with our partner schools within Truro and Penwith Academy Trust.

We welcome visitors as this is the best way to see our lovely school, experience our creative and captivating curriculum and meet our motivated and engaged children. Please phone the school telephone number provided if you would like to arrange to look around.

|  |
| --- |
| **General Background** |
| Mullion School is located on the outskirts of Mullion Village. We are an 11-16 school with 555 students on role. Our student community spans the Lizard Peninsula with a large number of students travelling to school by bus each day. We serve arguably one of the most beautiful and unique areas of the country.  Mullion School is ambitious, creative and inclusive, our students consistently achieve academic excellence. We encourage all students to take an active role in the school, through leadership opportunities, sport, performing arts and enrichment opportunities. The school is a vibrant supportive community and our students are a pleasure to teach and work with every day.  Relationships are important to us at Mullion School and you would be joining a strong collaborative team of staff who are passionate about Mullion School. It is an exciting time for the school as we join Truro and Penwith Academy Trust, who have a clear vision for collaboration and school improvement. |

|  |
| --- |
| **Class Organisation** |
| For more information about our class organisation, please see our website: www.mullionschool.org.uk |

|  |
| --- |
| **Staff Organisation** |
| For more details about our staff organisation, please see our website: www.mullionschool.org.uk |

|  |
| --- |
| **Our Curriculum** |
| For more details about our curriculum, please see our website: www.mullionschool.org.uk |

|  |
| --- |
| **Safeguarding** |
| TPAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment.  Shortlisted candidates will be required to complete a Safeguarding Self-Declaration Form as part of their application. We will also carry out online searches as part of our due diligence on the shortlisted candidates, as updated in the Keeping Children Safe in Education recommendations. This may help identify any incidents or issues that have happened, and are publicly available online, which the School or Trust might want to explore with the candidate at interview.  Successful candidates will be required to complete a Disclosure and Barring Service (DBS) application and Health Assessment form as part of their pre-employment administration. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provide that when applying for certain jobs and activities, certain convictions and cautions are considered ‘protected’. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. |

|  |
| --- |
| **Application Information** |
| We hope that you find this pack provides all of the information you need in order to consider your application for the post. Should you have any questions or matters you would like to discuss informally, or to arrange a visit, please contact:   |  |  | | --- | --- | | Contact Name: | Sue Bennett | | Contact Email Address: | sb@mullionschool.org.uk | | Contact Telephone Number: | 01326 240098 |   Please note that CVs will not be accepted.  Application packs can be downloaded from: [www.tpacademytrust.org/web/application\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811)   |  |  | | --- | --- | | Closing Date: | Midday Thursday 8th June 2023 |   Completed applications must be returned to the email address above and be received by 12 Midnight on the closing date provided.   |  |  | | --- | --- | | Interview Date(s): | TBC |   To ensure the fairness of the selection process, shortlisting will be based upon information which you provide in your application, and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification.  If we have not contacted you within 14 days of the closing date, it is unlikely that you have been shortlisted on this occasion. Many thanks for your interest in this post. |