

# MURRAY PARK SCHOOL

Ofsted

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Provider



## APPLICANT INFORMATION PACK

### PUPIL SUPPORT CENTRE MENTOR

APPLICATION DEADLINE: FRIDAY 13<sup>TH</sup> JUNE @ 9AM

INTERVIEW DATE: WEEK COMMENCING 16<sup>TH</sup> JUNE

START DATE: ASAP

*Murray Park School is committed to safeguarding and promoting the welfare of children and appointment to this post is subject to a criminal record and background check and references*



**Headteacher:** Mrs N. Caley

**Address:** Murray Road, Micklegate, Derby, DE3 9LL

**Telephone:** 01332 515921

**Web:** [www.murraypark.derby.sch.uk](http://www.murraypark.derby.sch.uk)

**Email:** [recruitment@murraypark.derby.sch.uk](mailto:recruitment@murraypark.derby.sch.uk)

# OUR HEADTEACHER

I am delighted to introduce you to our wonderful school. Since my arrival in 2018, I have sought to create a thriving working environment which enables our wonderful students to succeed in all aspects of life at Murray Park and beyond. It was great for this to be recognised by Ofsted in September 2022 when we achieved our Good judgement.

We pride ourselves on giving teachers the conditions in which to teach without distraction and ensure that all staff are supported quickly with any concerns both in and outside the classroom.

We are fully committed to offering a top-class education - on-line or in school - which keeps abreast of national and international trends. We welcome applications from high-quality candidates who are looking to make a real difference to our students' lives.

We support all new staff with a supportive induction package. ECTs follow the Derby City new teacher

programme as well as our in-house training. We endeavour to ensure your skills are developed so you can perform at your optimum.

Please take your time to consider the information in this pack and do not hesitate to make contact with us should you require any further information.

I wish you the best of luck with your application to our school.



MRS N. CALEY

## SENIOR LEADERSHIP TEAM



Nicola Caley - Headteacher

Rebecca Somes - Deputy Headteacher

George Hagen - Deputy Headteacher

Theresa Lucas - Assistant Headteacher

Nick Lynn - Assistant Headteacher

Leanne Dodd - Assistant Headteacher

Joseph Hyndman - Assistant Headteacher

*"Being a teacher at Murray Park is a privilege, providing me with the opportunity to be part of a community with shared values..."*

Flavia Kupferberg - Teacher of English



# AMBITION STATEMENT

At Murray Park School, our curriculum vision is to provide an ambitious and inspirational education for all of our pupils. Our strong set of values: Perseverance; Respect; Independence; Dreams and Excellence (PRIDE) underpins our ethos. Through our curriculum, our pupils develop the confidence to embrace the responsibilities that life has to offer and to become valued members of the local community, both now and in the future.

In all lessons the pupils are challenged and engaged in an education that prepares them for their futures. Our Learning Motto, OASIS, enables all of our pupils to develop life skills, such as, creativity, empathy and collaboration, resulting in resilient individuals with high aspirations.



We are passionate about our pupils' personal development and put this at the heart of everything we do. We provide cultural capital experiences to our students through the Murray Park Charter for Success, where students are supported and encouraged to try new activities and experiences such as visiting the theatre, volunteering, learning to

play a musical instrument as well as much more. As well as this, we produce an annual trip schedule which includes a number to international destinations, including outside of Europe. These are fully funded for students, where required.



Our health and wellbeing provision ensures that our pupils lead healthy and fulfilling lives and that every pupil has the knowledge and confidence to take care of their own physical and mental wellbeing.

As a result of our outstanding careers programme, all of our pupils are prepared for the next stage of their education, training and employment through our extensive network of business partners and dedicated careers' centre. Our wide range of extra-curricular activities include residential opportunities and international travel. These opportunities enrich the formal curriculum and deepen the pupils' knowledge and skills.

*"The quality of provision and pastoral care for our students has an exceptional impact on their lives."*

Emma Challand - Head of Year



# SCHOOL INFORMATION

Murray Park is a dynamic and forward-looking 11-16 mixed comprehensive school on the western fringes of the city of Derby. It is a Foundation Status school but has a close working relationship with the local authority.

We cater for approximately 1200 students, situated on a spacious site surrounded by greenery. We serve students from the Derby City area, within reach of the Derbyshire countryside and our cohort sizes are growing each year.

Our students reflect the full academic ability range and there is a breadth to the socio-economic status of our families.



## APPLICATION PROCESS

Informal visits to the school are available but not essential. You must complete the application form fully and give details of all employment, training and gaps in employment since leaving secondary school to the present day. Any additional information, which you wish to bring to the notice of the selection panel should be included in your letter of application.

Your letter of application should make reference to the job description and in particular how you meet the person specification. At least one of your references should be a current employer and you should indicate if you are happy for us to contact each reference.

Please provide an email address for your referees so that we can contact them.

Please email your completed application form and letter of application to:

[recruitment@murraypark.derby.sch.uk](mailto:recruitment@murraypark.derby.sch.uk) or upload using the TES platform. The application letter should be no longer than 2 sides of A4, Arial font size 11.

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*"Murray Park is a fantastic school to work for, I've felt extremely welcome and supported by the school, first as a trainee and then as a new starter."*

**James Murton - Teacher of English**



Our School was inspected in September 2022 and gained a Good judgment from Ofsted. Here are just a few quotes from their highly positive report. To access our full report please use our website link:

[Ofsted Reports | Murray Park](#)

Quality of Education	<p>“Leaders have designed an ambitious curriculum that allows pupils to learn a broad range of knowledge.”</p> <p>“Leaders have planned assessments to check pupils' understanding.”</p>
Behaviour and Attitudes	<p>“Pupils are happy and safe at Murray Park. They know teachers care about them.”</p> <p>“Leaders have ensured that classrooms are places where pupils can learn.”</p>
Personal Development	<p>“The 'Charter for Success' encourages pupils to engage in activities such as theatre trips and cookery.”</p> <p>“Leaders ensure that all pupils have opportunities to gain different cultural experiences.”</p>
Leadership and Management	<p>“Leaders have prioritised reading.”</p> <p>“Leaders have created a culture of safeguarding.”</p>

## SAFEGUARDING INFORMATION

Murray Park School shares a commitment to safeguard and promote the welfare of children and young people. Our commitment is underpinned by robust processes and procedures that seek to maximise opportunity, minimise risk and continuously promote a culture that embraces the ethos of safeguarding amongst our workforce. This post is Exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020 and is subject to an enhanced DBS Disclosure check.

### Recruitment Information

The application form must be completed in line with our Important Recruitment Information section on the school website. It is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.

- Child Protection and Safeguarding Policy
- Recruitment of Ex Offenders
- The Equality and Diversity Form
- GDPR Privacy Notice

### Recruitment Policy

These documents can be found using following the link:  
<https://www.murraypark.derby.sch.uk/key-information/vacancies/>

*“Since starting at Murray Park there has been no time for nerves, just excitement. I am delighted to continue my journey here, whilst inspiring others on my way.”*

**Charlotte Bunting - Teacher of Science**

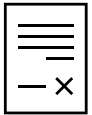


# STAFF WELL-BEING

Murray Park considers the well-being of staff to be important. When we make strategic or operational decisions, we always consider the well-being and workload of staff. See below for some of the ways we support staff wellbeing and workload for all our team:



Opportunity for flexible working for all staff



A robust and centralised behaviour system, including an internal Pupil Support.



A designated, trained, mental health leader.



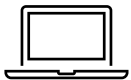
A Leadership Team who fully consider staff workload and wellbeing when considering any changes to practice or systems.



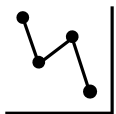
Paid lunch duties, including a free meal.



CPD for all staff, in all roles, including whole-school and opportunities for any bespoke courses.



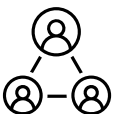
Latest technology, including new laptops.



A measured approach to data management, including meeting free weeks during data points.



An approach to pedagogy that ensures we deliver high-quality teaching in each and every lesson, whilst giving staff professional autonomy.



Staff social and sports events.

*"Murray Park School is at the centre of the community. For our students this is their OASIS."*

**Katy Drew - Pupil Support Lead**



# PUPIL SUPPORT CENTRES

Murray Park School is a highly inclusive school. We go to great lengths to ensure every child can and does succeed in education. As part of our provision we have developed The Bridge, a specialised centre for pupils with additional needs or those at risk of exclusion, the pupils who access the provision can be taught the full curriculum in smaller groups.

The aim of the centre is to reintegrate pupils back into mainstream education - they will leave armed with strategies to help them deal with their areas of difficulties. Courses are available for pupils to access, these can include anger management, resilience, confidence building, behaviour and self-esteem.

The pupils attending the 'Bridge' do so with a personalised package in place which supports their individual needs, some pupils attend for a short period of time and are then reintegrated back in to their mainstream lessons. They may receive all of their lessons in the 'Bridge' where the teachers from mainstream deliver the lessons within the provision, or they go back into the main school setting with additional support.

As part of our pupil support centre, we also develop, organise and deliver small group and intervention packages, this can include sporting activities, trips and opportunities to work within the school or community. We have our school community garden which has helped pupils engage in outdoor learning and has given them opportunities to work with the local community.



We also introduce our pupils to the world of work and the different and exciting opportunities that are available to them, we do this by linking lessons to the workplace and giving pupils the opportunity to learn from employers about professions and the skills that are valued in society. Students take part in visiting places of work and have access to an enhanced careers programme in order to develop the skills needed when considering their next stage of life after Murray Park.

We prioritize the professional development and well-being of each staff member through regular Continuing Professional Development (CPD) sessions tailored to their individual needs and areas of growth. Additionally, we recognize the importance of maintaining a healthy work-life balance, which is why we provide dedicated well-being time, allowing our team the opportunity to rejuvenate and recharge during working hours. By investing in our team's development and prioritising their well-being, we ensure that they are equipped to deliver their best.

*"Murray Park School is a great place to work. If you are passionate about making a difference to the lives of young people, this is the place to be."*

**Alfie Holland - Head of Year and Teacher of PE**



# JOB ADVERT

## Pupil Support Centre Mentor

**Salary:** NJC Scale Pt 28-30: Starting Point NJC 28 £34,448 pa actual salary

**Responsible to:** Head of Pupil Support

**Contract:** 37 hours per week 41 weeks per year (term time plus 2 additional weeks spread over the year including summer school). Hours to be arranged with Line Manager. Permanent.

**Framework:** To work within the NJC current pay and conditions, current legislation and the policies of the school.

Murray Park School is a rewarding and professionally stimulating place to work. Over the last 3 years we have undergone a journey of rapid improvement; moving from a Requires Improvement Ofsted grading to Good in September 2022, along with a much improved Progress 8 score, as well as now being over-subscribed. Never complacent, we are now on our next stage of development and seek high-quality staff to enable this.

This is an exciting opportunity to join Murray Park School. The school seeks to appoint an enthusiastic, dynamic and committed mentor who will be based across our Pupil Support units. The ideal candidate will be highly motivated and an excellent practitioner who is committed to student development and success. The successful candidate will join a hardworking; forward thinking and supportive Pupil Support department at an exciting time.

### **The person appointed will have:**

- A passion for ensuring the best outcomes for all students, including those who are part of disadvantaged and vulnerable groups.
- Excellent pedagogical knowledge.
- Relentlessly high standards and expectations of all students.
- A commitment to continuous improvement of their own practice, irrelevant of job role, career stage or position.

### **Staff at Murray Park School benefit from:**

- Flexible working for all staff.
- A Senior Leadership Team who prioritise staff well-being and consider this when launching any new systems or pedagogical approaches.
- A robust and centralised behaviour system, including an internal Pupil Support, to ensure learning in our classrooms is disruption free.
- A whole-school CPD package which includes the sharing of recent research and best-practice.
- An approach to pedagogy which ensures professionals deliver the highest-quality lessons and interventions possible, whilst still allowing the freedom to maintain autonomy.

### **How to Apply**

An application pack can be downloaded from the school website at <http://murraypark.derby.sch.uk/key-information/vacancies> or apply via TES Online.

*"Murray Park is an extremely engaging place to work, but more than that it feels like a family and really integrates the 'community' aspect of the school's name."*

**Joe Potts - Teacher of Geography**



# ROLES AND RESPONSIBILITIES –MENTOR

## Duties as an Pupil Support Mentor:

- Be part of the Pupil Support team working with pupils both on and off site.
- Support and empower students/young people through a variety of ongoing interventions.
- Work under the direction of the Head of Pupil Support and assist in the delivery of quality outcomes for a target group of vulnerable/hard to reach students working on bespoke timetables, in order to maximise their levels of achievement.
- Providing one to one and small group support to identified students either in the Bridge, mainstream school or the off-site provision.
- Assess referrals, identify needs and design appropriate interventions.
- Identifying what level of support is needed - low, medium or high intervention by liaising with the Head of Pupil Support.
- Support young people to reduce emotional impact of anxiety and improve engagement and behaviour in school.
- Deliver whole class activity sessions.
- Deliver training and education to young people and support families.

## Key Tasks:

- Providing one to one or group mentoring and support to students
- Delivering workshops/awareness sessions within school and off-site provision
- Delivering activities in a variety of environments including Pupil Support and off-site provision
- Providing learning support for Maths, English, Science, option subjects and independent study projects developed by subject teachers or in conjunction with the Head of Pupil Support.
- Supporting students in reintegration to mainstream lessons where appropriate.
- Supporting staff in mainstream lessons to better understand students' individual needs and how they can be best supported.
- Acting as a parent/carer liaison, maintaining regular contact with home, establishing constructive links, exchanging information, keeping parents informed and facilitating support for their child.
- Mentoring individual students.
- Monitoring the progress of individual students and set targets for improvement on a daily and/or weekly basis.
- Overseeing risk assessments and reintegration plans for students in your caseload and to ensure that accurate records of students on plans or individual learning programmes are maintained and monitored.
- Keeping accurate records as appropriate, ensuring confidentiality and security of sensitive information.
- Supporting liaison with internal and external agencies and support services as appropriate.
- Supporting in the running of Pupil Support Centres at Murray Park.
- Being responsible for promoting and safeguarding the welfare of children and young people, this will include preparing reports and attending meetings.

*'Ever since I started at Murray Park I have felt supported by all staff and welcome by everyone here, including the students. I am proud to work at Murray Park...'*

**Elise West - Teacher of Maths**



# PERSON SPECIFICATION

	Essential	Desirable
<b>Qualifications</b>		
Relevant qualifications that would apply to the role.	✓	
<b>Knowledge</b>		
Full working knowledge of strategies used when supporting students.	✓	
Knowledge and experience of working in a mainstream setting.	✓	
Knowledge and experience of working in a pupil support or alternative provision environment.		✓
Experience and knowledge of children with social, emotional and behavioural difficulties.	✓	
Knowledge of safeguarding procedures within an educational setting.	✓	
<b>Skills and abilities</b>		
To motivate students.	✓	
To work as part of a team.	✓	
To use own initiative.	✓	
The ability to work under pressure.	✓	
Competence with a variety of strategies to support students with SEBD.	✓	
Strong ICT skills.	✓	
The ability to mentor/support students 1:1 or in small groups.		
The ability to inspire students to ensure that high expectations are met, and progress is made.	✓	
<b>Personal Qualities</b>		
A positive outlook, well-motivated, enthusiastic & energetic.	✓	
Commitment to improvement/staff development.	✓	
The desire to succeed.		
Good attendance and punctuality record.	✓	
Commitment to supporting the full life of the school.	✓	
Professional appearance and manner.	✓	
Enhanced Criminal Record check. (School will apply for this on behalf of the successful candidate)	✓	

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*"No school day is ever the same. I love helping students achieve their best, in a positive environment working with staff and students who embrace challenges."*  
**Lisa Clarke - Lead Cover Supervisor**





# MURRAY PARK SCHOOL

OUR MISSION: SUPPORTING STUDENTS IN GAINING A POSITIVE OUTLOOK,  
SHAPING THEIR FUTURES AND REACHING THEIR FULL POTENTIAL.

“PROUD TO BE HERE”



**Head Teacher:** Mrs N. Caley

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