



COLLEGE INFORMATION PACK



Siobhan Hearne
Principal

Welcome to The Latimer Arts College

Thank you for your interest in our college: this is a great time to come and join our team!

Special things are happening at The Latimer Arts College: we are really going places. Those already in our community and visitors to the school can sense it; it was very much recognised in our last Ofsted Inspection; and we hope that you will as well.

Our students are fantastic and thrive in a happy, safe and purposeful learning environment where *'the culture of being happy and safe at school means pupils can, and do, enjoy being at school.'* Ofsted February 2018

Our staff share a passionate and steely determination to make the college *the best that it can be* for the good of our students. The inspection team acknowledged our *'desire to ensure all pupils surpass their potential'* in a climate where students *'enjoy learning and always try their best.'* Ofsted February 2018

It was therefore with great pride that we are a 'Good' school. But now we want to be the very best and are looking for staff to join our team who will share this passion.

Our Vision

At The Latimer Arts College, we all share one key aim: for each individual to secure personal success by aiming for excellence in all that they do.

We place no boundaries on ambition, no limits on aspirations and no barriers in the way of achievement.

We work together to ensure that everyone in our learning community feels respected, valued and is provided with every opportunity to be the best that they can be!

To achieve this, we actively encourage our students to develop the qualities and skills that will prepare them for life-long success, these being:

Leadership
Organisation
Resilience
Initiative
Communication

If you share our vision and ethos, are an outstanding teacher and like what you read in this pack, we would love to hear from you!



Taking Care of You!

Our staff are one of the secrets of our success and so we are fully committed to their professional development and well-being. At our college, *'the strengths and talents of staff are extremely valued.'* Ofsted February 2018

We are looking to appoint staff who thrive on collaboration, innovation and a desire to be amazing: colleagues who will have a passion for improving student outcomes and be bursting with ideas as to how to achieve this. It is our job to nurture you to deliver this success!

We have a highly successful induction programme for new staff and we offer an extensive range of training. We make the most of every opportunity to work collaboratively to improve the experience that our students receive.

Through a range of developmental strategies, including a robust appraisal system, all members of staff are able to identify their training needs. We endeavour to support staff who wish to study for Masters Degrees and other professional qualifications.

Staff Benefits

Full School Teachers Pay and Conditions, including continuous service, for Teaching Staff

Employer Pension Contribution – Teachers' Pension Scheme (Teachers). Local Government Pension Scheme (Non-teaching staff)

Health Assured (Employee Assistance Programme) - a free confidential information, support, counselling and advice service available 24 hours a day

Maternity / Paternity / Adoption Leave and Pay

Child Care Vouchers

A laptop is provided for every teacher and many non-teaching staff

Free flu jab organised through a local pharmacy

Regular staff well-being activities

Free access to our sporting facilities (up to 6pm weekdays)



Taking Care of Our Students

Although we are currently having to operate a 'year group' tutoring system, ordinarily we have vertical tutoring. This system epitomises the caring, family ethos that we promote at the college: we share, we laugh and we grow together!

We promote care for others as well and each House supports a local and national charity: we raised £5,000 last year together.

At The Latimer Arts College we passionately believe that participation in enrichment activities plays a significant contribution to personal growth and high academic achievement. That is why we do our best to provide a range of extended opportunities throughout the academic year (and beyond!). Although these are currently suspended, we look forward to the time when they will be in operation again.

All students are invited, and indeed encouraged, to take part in as many of the exciting activities on offer as possible, which range from team sports, drama clubs, music groups, chess club and film club to name but a few.

And then we celebrate each phenomenal year at our annual Pride of Latimer Awards – an Oscar style celebration of excellence and contribution. Trust us: there is not a dry eye in the house at the end of the evening!

Location

Northamptonshire is known as the 'rose of the shires' and is renowned for its picturesque villages and is home to some of the most beautiful countryside in England. There are miles of walks, beautiful country parks, canals and substantial areas of ancient woodland. Rockingham Castle, stately homes and ancestral seats, including that of the Spencer family at Althorp, are all part of the local heritage.

In and around the main market towns there are excellent leisure facilities with great shops, restaurants, museums, galleries, theatres and cinemas, health clubs and spas, and a thriving nightlife.

Rushden Lakes Shopping Centre is a new shopping centre nearby and is a very popular destination, where big brand fashion meets lakeside restaurants and cafes and a cinema complex.



Local sporting highlights include Silverstone motor racing circuit, Northampton Saints rugby team, football league teams and county cricket. You can also enjoy spectacular golf courses, equestrian and country pursuits, and excellent watersports centres.

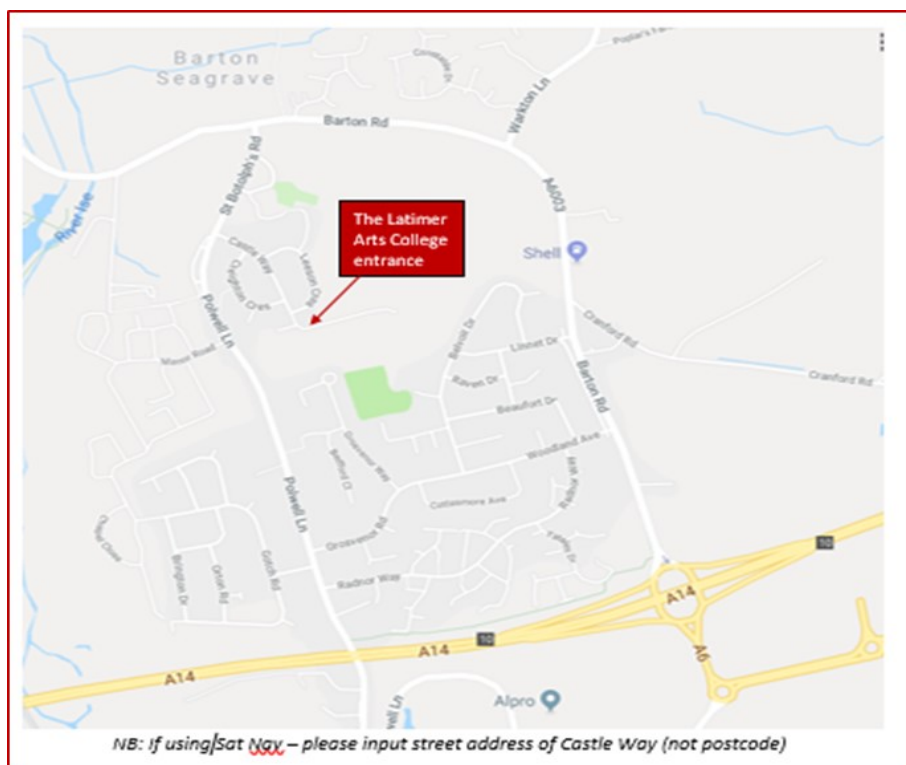
Northamptonshire is a fantastic place to live and offers affordable housing and is one of the UK's fastest growing counties. Due to its central location and idyllic countryside, Northamptonshire has one of the highest levels of employment in the country.

The local town of Kettering has good rail links and we are within a one hour drive of London, Birmingham, Oxford and Cambridge.

The college itself is located in Barton Seagrave, in the borough of Kettering, which is situated in east Northamptonshire. This is an ideal location due to its proximity to the A14 and the Kettering to London rail link.

Barton Seagrave enjoys a rural location, surrounded by the Wicksteed estate and farm land, woods and spinneys. It has its own Parish Council and forms the Barton ward of Kettering Borough Council. There are local shops, a church, village hall, hotel, and historic buildings in the village.

There is also a theatre, The Masque, which is based on the college site. During the school day it is used for lessons, whilst in the evening it is hired out for use by the local community.



What Ofsted Said:

We were inspected in February 2018 and our status as a 'Good' school was once again confirmed.

The culture of being happy and safe at school, which has been created, means that pupils can, and do, enjoy being at school.

Senior leaders have continued to inspire and motivate staff in the school.

Pupils were unanimous that they would get support from the school if they ever needed it.

There is a strong focus on the development of the whole child.

The Latimer Arts College remains a school where the strengths and talents of pupils and staff are very highly valued.

The ethos encourages pupils to aspire to achieve their potential, enjoy learning and to always try their best.

The Principal and senior leaders have instilled high expectations for pupils and are fully committed to ensuring that each fulfils their potential.

During lessons observed, there were no occasions of low-level disruption that affected learning, and most pupils were engaged and involved in their learning tasks.

The strength and passion of the leadership team has ensured that there is a strong focus on the part of all staff to develop in the pupils the necessary knowledge, understanding and skills to achieve.

Staff are appreciative of the training opportunities the school provides.

Members of the governing body are ambitious for the school.

What Our Students Say:

'An amazing school! What more can I say? It's the best by a long way!'

'Being with students in lots of other year groups in a form is fantastic – we are like a family and help and look after one another all of the time.'

'The concerts that we do are so amazing – everyone who comes always say so. My mum cried at the last one! Our teachers are so positive and encourage us to get better.'

'Latimer is a school where we all feel safe and comfortable. Students are respectful and kind to each other – they are always happy to help each other out and to help the school out.'

How to Apply

Applicants are requested to read the information carefully, especially the job description and person specification. Please ensure your application satisfies all the criteria in the person specification and you display evidence of this.

Please specify the role that you are applying for, and also ensure that you submit a covering letter addressed to the Principal, Ms Hearne, as part of your application.

Please ensure that you have completed the reference section with TWO referees. Please note that:

The first referee should normally be your present or most recent Headteacher or equivalent person.

If you are not currently working with children, please provide a referee, if you have one, from your most recent employment involving children.

Referees will be asked about disciplinary offences relating to children, which may include any in which the penalty is 'time expired' and whether you have been the subject of any child protection concerns, and if so, the outcome of any enquiry or disciplinary procedure. References will not be accepted from relatives or from people writing solely in the capacity of friends.

We hope that you have found the information provided in this brochure enough to persuade you to apply but if you need further encouragement, please visit our website at www.latimer.org.uk or come and visit us in person.

Please visit the vacancies page on our website www.latimer.org.uk to download a copy of the application form. Alternatively an application pack can be requested from Ms J Ridley, PA to Principal tel 01536 720310 or email vacancies@latimer.org.uk.

Completed application forms, together with a supporting letter of application to be no more than 2 sides of A4 should be sent to vacancies@latimer.org.uk.

Alternatively, post to: The Principal, The Latimer Arts College, Castle Way, Barton Seagrave, Kettering, Northamptonshire, NN15 6SW.

Please note that we do not accept CVs – any received will not be taken into consideration during the shortlisting process.

Safer Recruitment

The Latimer Arts College is committed to safeguarding and promoting the welfare of children and young people. In order to meet this responsibility, the College follows a rigorous selection process to discourage unsuitable applicants. This process is outlined below:

Disclosure: All applicants for employment are required to disclose any previous 'unspent' criminal convictions and any cautions which have not expired, or any pending prosecutions. In addition, the job you are applying for is exempt from the provisions of the Rehabilitation of Offenders Act 1974 (exceptions order 1975) which requires you to disclose all spent convictions and cautions **except** those which are 'protected' under Police Act 1997 – Part V and the amendments to the Exceptions Order 1975 (2013) and are not subject to disclosure to employers on DBS certificates and cannot be taken into account. Guidance on the filtering of "protected" cautions and convictions which do not need to be disclosed by a job applicant can be found on the [Disclosure and Barring Service website](#).

The information you give will be treated as strictly confidential. Disclosure of a conviction, caution, warning or reprimand will not automatically disqualify you from consideration. Any offence will only be taken into consideration if it is one which would make you unsuitable for the type of work you are applying for. However, offences relating to children are likely to make you unsuitable since this is a "regulated position" under the Criminal Justice & Courts Services Act 2000. The school's policy on the recruitment of ex-offenders is available on the college website.

If you fail to disclose any relevant offences or give false information then it will disqualify any offer of employment, or result in summary dismissal if you are in post, with possible referral to the police. Confirmation of appointment is subject to a satisfactory Enhanced DBS Certificate.

Shortlisting: Only those candidates meeting the person specification criteria will be taken forward to interview. *NB: CVs are not accepted.*

Interview: Those shortlisted will take part in an in-depth interview process – candidates for teaching posts will be required to teach a lesson as part of the interview process.

Candidates will be asked to address any discrepancies, anomalies or gaps in their application form. We reserve the right not to take a candidate forward to formal interview if they are deemed unsuitable for the post.

Reference checking: References from the previous and current employer will be taken up for shortlisted candidates, and where necessary, employers may be contacted to gather further information.

Probation: All non-teaching staff will be subject to a probation period of six months. The probation period is a trial period to enable the assessment of an employee's suitability for the job for which they have been employed. It provides the College with the opportunity to monitor and review the performance of new staff in relation to various areas, but also in terms of their commitment to safeguarding and relationships with students.

Data Protection

The information collected on the application form will be used in compliance with Data Protection regulations. By supplying information, you are giving your consent, if appointed, to the information being processed for all employment purposes as defined by statute. The information may be disclosed, as appropriate, to the governors, to Occupational Health, to the Teachers Pensions Agency, to the Department for Education, to pension, payroll and personnel providers and relevant statutory bodies.

This form will be kept strictly confidential but may be photocopied and may be transmitted electronically for use by those entitled to see the information as part of the recruitment process. When the recruitment process is completed, the application form will be stored securely for a maximum of six months then securely destroyed, unless you are employed as a result of this recruitment process, in which case this application form will be retained as part of your personnel record.

Equal Opportunities

The Latimer Arts College is an equal opportunities employer and welcomes applications from all sections of the community. Candidates will be assessed against relevant criteria only (i.e. skills, qualifications, abilities, experience).