



Danecourt School

Candidate Information Pack



Maritime
Academy
Trust



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Dear Applicant

Firstly, I would like to thank you for the interest you have shown in working at Danecourt School.

Danecourt is an ambitious school for children aged 4-11 years with severe and complex needs. Many of the children have a diagnosis Autistic Spectrum Disorder (ASD). Some have Severe Learning Difficulties (SLD) and in addition, some children may also have speech, language and communication needs, physical difficulties, multi-sensory impairments. All the children attending Danecourt have an Education, Health and Care Plan (EHCP).

There are currently 186 children attending the school, however in September 2021 we are opening two satellite provisions at local mainstream schools within the Trust, that will enable us to offer a further 48 special school places.

Danecourt was judged to be good in all areas, except EYFS, which was judged as being outstanding by Ofsted in June 2019. <https://reports.ofsted.gov.uk/provider/25/142266>

Danecourt is incredibly lucky to have highly skilled and caring staff, supportive parents/carers and committed Governors on the Local Academy Council. We have an excellent local reputation and offer a supportive and nurturing work environment led by a dedicated and dynamic senior leadership team.

The school is located just off the A2 in Gillingham. It has excellent transport routes and is located on a main bus route as well as being approximately 2 miles away from Rainham and Gillingham train stations.

In September 2020, Danecourt became part of the Maritime Academy Trust. Maritime consists of 12 primary schools across Kent and the London. It is the Maritime's mission "to empower schools with the means to drive greater and more enjoyable outcomes for children".

I hope that you find this candidate pack useful and I urge you to look on our website (www.danecourt.com) for further details about the school. If you would like further information about the post or would like to arrange a visit prior to submitting your application, please contact the main school office – info@danecourt-maritime.org or 01634 232589.

I look forward to receiving your application.



Cathryn Falconer
Headteacher

Welcome to Danecourt

At Danecourt our mission is to provide all children with a “stimulating learning environment where every individual is valued, respected, safe and successful”.

The dedicated, enthusiastic and highly trained staff teams maintain high expectations of what each individual child is able to achieve, striving to ensure that they all achieve their maximum potential; celebrating difference and encouraging curiosity and creativity. All children receive a personalised curriculum tailored to meet their specific needs.

Staff work collaboratively with families and a range of other agencies in order to meet the children’s needs and as a result, they make strong progress academically, emotionally and socially. The children’s achievements are hugely valued and celebrated in a manner that is meaningful and appropriate for each pupil.

Danecourt Values

Valued

- We believe every individual is unique and special
- We foster a sense of self-esteem and self-worth
- We believe every child is entitled to outstanding care and education
- We support our children in the development of their communication, social and self-help skills
- We provide child-centred curriculum which encourages creativity and independence.

Respected

- We respect the rights and needs of every child and adult
- We believe every child has the right to be heard
- We believe that an outstanding learning environment stems from committed and compassionate staff, who work as a team to support all children
- We aim, through first hand experiences, to develop in our children a love of learning, a pride in their work and respect for their surroundings
- We support our children in developing appropriate relationships with others at home and at school

Safe

- We believe every child has the right to feel safe from harm, to be protected, cared for, and loved
- We provide a happy, secure and safe environment for our children where they feel a sense of belonging
- We ensure the well-being of every child by securing the best possible social, educational health and care outcomes
- We teach and expect high standards of behaviour from all children
- We believe happy and contented children will be ready and motivated to learn

Successful

- We recognise, praise and reward every achievement however small the step
- We believe that children succeed best when teachers have high expectations and inspire learning
- We provide a wide range of opportunities in order to maximise social and academic success
- We encourage aspiration so that all members of our school community can seek to develop their full potential
- We want our children to be happy, confident young people who will contribute to their community

Danecourt Photo Gallery



What the children say about Danecourt

“I like my teachers because when I find something hard they help me”

Amelia

“I like the teachers and learning too. I like everything”

Bobby

“Maths is good because I like counting and numbers”

Hayden

“I like playing with my friends”

Lexie



What the children say about Danecourt

"My favourite thing about school is school!"

Kenny



"I like learning about maths and counting"

Olivia



"I like learning about dinosaurs. We made dinosaur fossils"

Dylan



Maritime Academy Trust

Maritime is a charitable education trust with schools across London and the South East and led by the CEO – Nick Osborne.

As an education charity, Maritime are fully committed to advancing education for the public benefit. It is our mission to empower our schools with the means to drive ever greater and more enjoyable outcomes for children.

This is done by seeking out the intersection between logic and magic; between the knowledge children need, the skills that will enable them to navigate a future world of work that doesn't exist yet, and a journey through education that will stick with them as they grow.

Our Maritime Entrepreneurial Curriculum brings this all together, weaving essential skills and knowledge into a thematic approach to learning that is embraced by all of our schools. It culminates with our Maritime Expeditions: child-led learning showcases that demonstrate how children have found solutions to real-world challenges.

Like our name suggests, Maritime draws on the heritage of our original Greenwich home. We are explorers and adventurers who believe that our community grows stronger the more people we meet and the more we learn from them. Our whole approach to what we do, our whole mindset, is that through strong collaboration we can most effectively spark innovation throughout our schools. Collaborate, Innovate, Educate.

We are very proud of how we work together, approaching everything through the lens of our Maritime Behaviours, the ways of working that build towards our vision and make it enjoyable to be a part of the team.

As an employee of the Maritime Academy Trust you can expect:

- a positive working environment
- national terms and conditions
- tailored programmes of CPD with cross trust development opportunities
- a generous package of staff benefits.

You can find out more information about Maritime Academy Trust on the [website](#).

Staff Benefits

The Maritime Academy Trust is able to provide our children with a phenomenal education because we employ the very best Teachers and Support Staff, who share our vision, values and behaviours. We want our employees to feel valued and offer a competitive package of benefits.

The Maritime Offer

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National Terms & Conditions



Well-Being Initiatives and Social Activities



Family Friendly Policies



Staff Development & CPD



Retail and Holiday Discounts in Maritime Hub



Interest free Travel to Work Loans



Teachers and LGPS Pension Schemes



Annual Flu Vaccinations



Discounted Gym Membership



Trade Union Recognition



Cycle to Work Scheme



Employee Assistance Programme



Application Guidance

Thank you for your interest in working with the Maritime Multi-Academy Trust. This Application Guidance has been developed to help you to complete your application. Please take a few minutes to read through the information before filling out the application form.

Your application will be your first point of contact with the Trust and the school you would like to work with. The content of your application will determine whether or not you will be invited to interview, therefore it is essential that you complete it as fully as possible. We will not make any assumptions about your abilities and do not take into account any previous applications.

CVs are not acceptable in the place of a completed application form and all candidates are required to address the criteria on the person specification for the post. However, you may submit a CV in addition to your completed application form.

Personal Details

Enter fully and clearly your name, address and telephone number(s) so that you can be easily contacted in the event that you are shortlisted to attend an interview.

Employment

State clearly your current or most recent employer's name and address. Include details of the post held and (if applicable) reason for leaving.

Previous Employment

Enter names and addresses of all previous employers, starting with the most recent. You can also include work experience placements, holiday jobs or voluntary work in which you have developed skills relevant to the job you are applying for. It is very important that you complete this section in chronological order, and detail accurately any gaps between employment and other activities.

Education

Provide full details of your education at secondary level and above along with details of degrees/diplomas and any other qualifications, including those that you are currently studying for. Make sure you give all the information required, including levels and grades of any examinations taken. If a required qualification has been specified for the role, make sure you give all the information required and levels of any examinations taken. You will be expected to provide documentary evidence if you are invited for an interview.

Supporting Statement

This section is very important. It gives you the opportunity to detail why you feel you are the best person for the job and why you are applying, and is the key information that is used for shortlisting. Before completing this section refer to the Job Description and Person Specification for the role.

Application Guidance

Focus on how your skills, knowledge and experience meet each role requirement, detailed in the person specification giving specific examples. In completing this section you may refer to both paid and voluntary work and your experience within any school or any relevant experience outside work.

Referees

Provide the names, addresses and email addresses of two people who are willing and able to provide references in support of your application. One of these must be your current (or most recent) employer.

If you are an NQT We suggest you ask the Headteacher of your most recent placement and your university or college tutor, as they will be able to comment upon your teaching skills.

If you are not currently working with children but have done so in the past, the second referee should be the employer by whom you were most recently employed in work with children. Please note that family members, friends and relatives are not acceptable referees.

Referees will be asked about past disciplinary actions or allegations excluding those that were deemed to be unfounded, unsubstantiated or malicious when assessing your application.

If you are subsequently made a conditional offer of employment, further information may be sought about health and absences.

Eligibility to Work in the UK

If you are selected to attend for an interview you will be asked to provide documentary evidence of your right to work in the UK.

Declarations

If you are appointed, you will be required to complete a Disclosure and Barring Service (DBS) application. The DBS will provide a report to you confirming whether you have any history of criminal convictions, including cautions and bind-overs.

All posts in schools are exempt from the Rehabilitation of Offenders Act 1974; this means you must declare all convictions, including those that would normally be regarded as 'spent'. The existence of a criminal background does not automatically mean that you cannot be appointed but it may do so.

We need to know if you have a close relationship with and/or are related to any employee, governor or anyone else connected to the school, in order to ensure a fair selection process.

If you have a disability please provide details of any adjustments that you will require if shortlisted for an interview. Any details you provide regarding a disability will be dealt with sensitively and will only be disclosed to staff involved in the selection process when it is considered appropriate and necessary.

Application Guidance

Submitting Your Application Form

Before submitting your application form ensure that you take time to read it through to check for any errors or omissions. You may find it useful to keep a copy of your submitted application form to refer to if you are short listed for the post you are applying for. Your completed application must be submitted before the specified closing date.

Next Steps

All applications will be acknowledged. You will be notified within two weeks whether you have been shortlisted to attend an interview. It is the policy of the Trust that feedback is not provided to candidates at the shortlisting stage

Safeguarding

It is an offence to apply for the role if the applicant is barred from engaging in regulated activity relevant to children. See our policy statement on the recruitment of ex-offenders

Maritime Academy Trust is committed to recruiting with care and safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. A copy of our recruitment of ex-offenders policy can be **found here**

A copy of the Maritime Child protection and safeguarding policy can be found on the link below

https://www.maritimeacademytrust.org/docs/policies/Maritime_Child_Protection_and_Safeguarding_Policy_2021-2022.pdf

If you are shortlisted you will be asked to complete a Criminal History declaration form.

Privacy

A copy of our privacy statement for job applicants can be found **here**

Job Description

POST:	Parent Partnership and Safeguarding Lead
LINE MANAGER:	Headteacher
Function of Post:	The role includes the management and support of a broad range of safeguarding areas including informal family support and working through to full child protection cases. The Parent Partnership and Safeguarding Lead will work to support the Safeguarding Team in the maintenance of high-quality systems, including monitoring and evaluating procedures, effective provision and the coordination of services and support for pupils.

Main Duties and Responsibilities:

1. To work as part of the DSL team as a Deputy Designated Safeguarding Lead and undertake the roles and responsibilities as set out in the attached DSL/DDSL job description.
2. Receiving, investigating and coordinating safeguarding and CP referrals for the school at the direction of the DSL.
3. Responding to safeguarding and CP referrals ensuring they are appropriate.
4. Ensuring the school has an up-to-date record of the services available to children and families.
5. Maintaining accurate and up to date records for all students on Sleuth.
6. Maintaining up to date lists of all categories of vulnerable or 'at risk' children e.g. LAC, CP, CIN and Early Help.
7. Working with parents and carers to ensure that they are guided and supported in accessing appropriate services for children and families.
8. Working with [pupils in](#) the school to ensure that they are guided and supported to access appropriate services and support.
9. Liaising with Children's Social Care, Police, Early Help and other external agencies to ensure the best outcomes for students.
10. Keeping abreast of any changes to KCSIE and communicating these changes to the appropriate staff in school
11. Leading CP and Safeguarding training and procedures whole staff/department groups and the Governing Body.
12. Preparing for and attending any meetings as required, this would include Child Protection, Child in Need and meetings with parents/ carers.
13. Working with the DSL, Safeguarding Team, SLT and other staff to ensure that the school meets safeguarding requirements, and responds to the needs of vulnerable children and families are appropriate.
14. Support the preparation of reports and communication with governors on a regular basis.

Job Description

15. The monitoring and managing of vulnerable pupils with allocated Social workers / Early Help workers in all aspects of their education.
16. Overseeing Op –Encompass Alerts and putting in place appropriate support
17. Establish and foster good relationships with parents/carers of children at the school and e
18. Provide advice and guidance to parents / carers to reinforce their self-esteem and ability to provide good parenting.
19. To monitor attendance and work with parents / carers to identify why children are not achieving good attendance. Assist in the implementation of measures to address this where required.
20. Encourage parental involvement in the school and its activities and deliver a range of family related activities to promote parental involvement in the school.
21. To signpost families to sources of advice and guidance within the local community and via other agencies.
22. To maintain accurate records, share information with colleagues as appropriate, and refer on as required.
23. Comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
24. To participate in Whole Staff training events and embrace continuing professional development opportunities.
25. To actively support the aims and values of Danecourt and all the schools policies and procedures.
26. To participate in the evaluation and review of his/her performance in order to effectively carry out the duties described above.

This job description is not designed to be an exhaustive list of duties and responsibilities but represents the current key areas of work. There will be additional duties and responsibilities explicit in the role. The content of this post will be reviewed in consultation with the post holder when necessary.

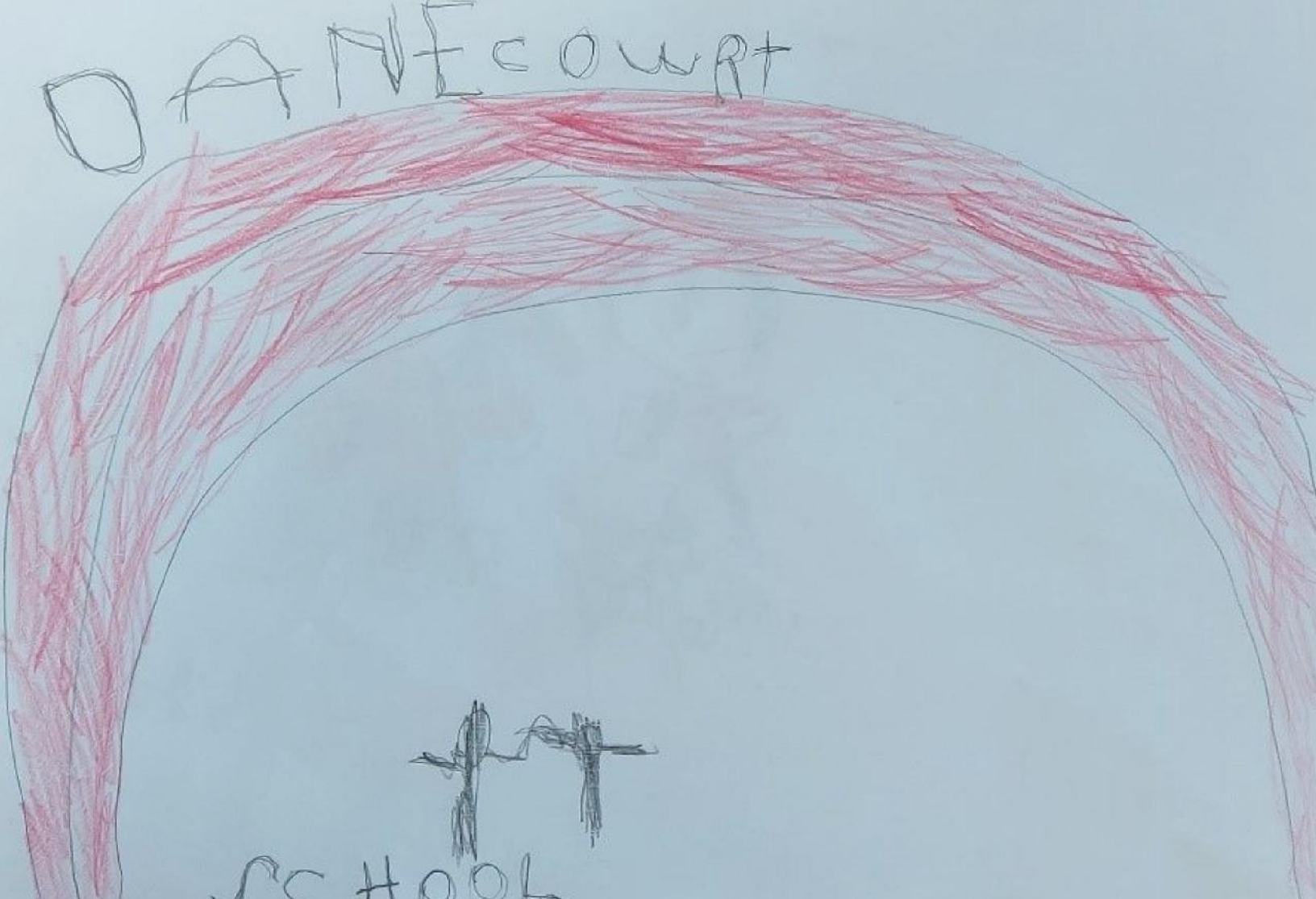
Person Specification

PERSON SPECIFICATION – PARENT PARTNERSHIP AND SAFEGUARDING LEAD

	REQUIREMENT	ESSENTIAL	DESIRABLE
QUALIFICATIONS & TRAINING	<ul style="list-style-type: none"> GCSE or equivalent in English and Maths Safeguarding Children Level 3 Child Safeguarding Advanced Training – level 4 	X X	X
EXPERIENCE	<ul style="list-style-type: none"> Extensive prior or current experience working with children and their families/carers in a safeguarding/professional capacity within a school, or in a similar role in a local authority or social work capacity Experience of working with children with special educational needs and disabilities Willingness to undertake further training. 	X X X	
KNOWLEDGE	<ul style="list-style-type: none"> <u>Have an understanding of</u> appropriate current relevant legislation, policy and guidance documents, including the Common Assessment Framework, Child Protection, Safeguarding, Children's Acts, Keeping Children Safe in Education etc. Have an understanding and experience of statutory and regulatory safeguarding practice, policies, statutory agencies and Local Authority requirements for reporting external referrals. Knowledge of KCSIE/safeguarding best practice. Experience and appreciation of working within Ofsted requirements Knowledge of educational provision EYFS, Key Stage 1 and 2 	X X X	 X X
	<ul style="list-style-type: none"> An understanding of the impact of discrimination on the lives of socially excluded families, including those from minority ethnic communities and diverse backgrounds Knowledge of 3rd party services which can support children and their families and how to access these services. Experience of working in a multi-agency framework. Knowledge of how to liaise with agencies such as the Police. Knowledge of mental health services open to young people and their families Knowledge of Early Help and Social services provision for families. Knowledge of Child Protection processes and legislation as well as Child <u>In</u> Need. Knowledge of child development and impact of Adverse Childhood experiences. Working Knowledge of SEN 	X X X X X X	X

Person Specification

SKILLS / ABILITIES	<ul style="list-style-type: none"> • Excellent communication and positive relationship building with children • Able to empathise, nurture and guide. • Sympathetic and reflective • Emotionally intelligent • Excellent communication skills both verbal and written and being able to link these to the needs of the child. • Demonstrate the ability to remain resilient when dealing with sensitive, emotionally challenging and confidential situations. • Problem solver, innovative and able to develop creative • Ability to identify potential Child Protection and/or Safeguarding issues and investigate disclosures in a sensitive and timely manner • Able to think independently and be curious and methodical • Excellent record keeping and administrative skills, including the use of technology • Able to work independently and proactively. • Able to prioritise and organise workload as required. • Flexible, happy to support other school staff when and if required. • Effective presentation and facilitation skills 	X X X X X X X X X X X X	
PERSONAL QUALITIES	<ul style="list-style-type: none"> • The ability to forge good relationships in a non-judgemental and sensitive manner. • Ability to handle confidential information. • Ability to weigh up consequences quickly, in order to make timely decisions. • The ability to empathise, to remain calm whilst working under pressure, patience, creative and proactive. • Down to earth with a good sense of humour 	X X X X X	



Contact Us



[@DanecourtSchool](#)



[@Danecourt-School](#)



Danecourt School, Hotel Road, Gillingham, ME8 6AA



info@danecourt-maritime.org



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Maritime Academy Trust



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www.tes.com/jobs/employer/maritime-academy-trust-1162586



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