**Cedar Mount Academy**

(Part of Bright Futures Educational Trust)

The best *for* everyone, the best *from* everyone

**Assistant Progress Leader**

**Salary:** Grade 6 (SCP 21 – 25; £25,801 - £28,785 **Pro-rata**)

 (Actual Salary range: £22,069 – £24,621)

**Contract:** Term-Time plus 5 INSET days

**Closing Date**: Sunday 2nd February 2020

**Interview date**: To be confirmed

**Start date**: As soon as possible

Bright Futures Educational Trust (BFET) is a partnership of schools based in the North West. We are committed to our vision: ***‘The best for everyone, the best from everyone’***. Everything that we do is underpinned by our values of community, integrity and passion. We never forget that we are here in the service of children, families and communities. In order to get the best from our young people we need to invest in our workforce providing opportunities for people to work collaboratively, to share good practice, to support and challenge one another, recognising that we are always learning.

The post holder will be part of the Academy’s Pastoral Support Team, supporting Senior Leaders, Progress Leaders, Form Tutors, Attendance Team and the wider Academy Community to raise standards of attendance, behaviour and outcomes for all students in their designated Year group; keeping accurate records of behaviour both during lessons and around the academy. The post holder will play a significant part in the safeguarding and well-being for our students.

The post holder will also be the contact between home and school, conducting parental meetings when required to do so, to monitor behaviour patterns with individual students, and may also be asked to attend off-site meetings as and when required.

This is a fabulous opportunity to join a vibrant community, where students feel safe and supported. Please feel free to contact us via Chris Barber, HR on 0161 359 3168 or by email cbarber@cma.bfet.uk should you wish for more information about this role.

***BFET is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Any successful applicant will be required to undertake and Enhanced Disclosure check (DBS).***

***This post is exempt from the Rehabilitation of Offenders Act 1974.***

**No Agencies please**. **CV’s not accepted**

If you want to be a part of our team and join us on our exciting journey, then we look forward to reading your application. Please return your application no later than 12noon on the closing date stated above. Shortlisted candidates will be sent interview details as soon after the closing date as possible.

For information on how we use your application data, please visit our website: <http://www.cedarmount.manchester.sch.uk/wp-content/uploads/2015/02/BFET-Data-Privacy-Notice-Applicants-Notice.pdf>