



The Collegiate Trust
Exceptional Education for All



Year 11 Achievement & Pastoral Lead

The Quest Academy



Application Pack

The Quest Academy

Role Location:	The Quest Academy, Farnborough Avenue, South Croydon CR2 8HD		
Salary:	£38,112-£41,606	Grade:	Outer London P26-P30
Details:	Permanent, full time		
Start date:	1 st September 2026		
Application Closing Date:	Friday 5 th June <u>at 09:00</u>		

A message from the CEO

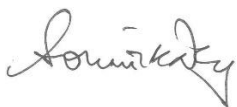
Thank you for your interest in joining *The Collegiate Trust*. I hope that this information pack will help you to learn more about our fantastic family of schools and the exciting prospect of joining us.

The Collegiate Trust is a dynamic place to work. Our mission is to collaborate to deliver an *exceptional education for all* and our culture of ambition is focussed clearly on our people and their learning. It is this culture which leads to the high academic standards and the enviable reputation that *The Collegiate Trust* is known for. I am very proud of what we do and what we have achieved at the Trust, and I hold the highest aspirations for what we will achieve in the future.

Since 2015, our Trust has been growing and, today, we are a family of 8 schools with c.6000 pupils and 800+ employees. We take our responsibility as an employer very seriously, always striving to do best by our staff and focusing on wellbeing, development and achievement.

We would be delighted to receive an application from you if you feel that this role and our Trust may be right for you.

Yours sincerely



Mr Soumick Dey
Chief Executive Officer



Why work with us? The benefits

At TCT, we understand that your time, wellbeing, career opportunities and work-life balance are key things you will look for when choosing where to work. We work hard to continually develop what we offer, striving to be recognised as an employer who looks after all our employees.

On top of our proactive and supportive approach to employee wellbeing and development, we offer a range of additional employee benefits. Please click [HERE](#) to see more detail about some of the fantastic employee extras we offer.

We have a comprehensive CPD programme, designed to ensure all staff in all roles have the opportunity to grow and develop in their career. Our appraisal process ensures that each and every member of staff is flourishing. Whether you are at the very beginning of your career or are looking to develop your experience, a school within *The Collegiate Trust* is a great place for professional growth. ECTs and Apprentices benefit from a focused induction period, prior to appointment, and a well-established programme of support throughout the year, whilst more experienced colleagues have many opportunities to develop skills and extend their professional learning through an extensive and varied programme of professional development.

We are an inclusive and supportive trust who understands that our employees have commitments beyond work. We have a generous approach to flexible working, annual leave, compassionate leave and supporting our staff in times of difficulty. Your wellbeing is of utmost importance to us!

An introduction to the role

A message from the Executive Principal

We are seeking to appoint a dedicated and proactive Year 11 Achievement and Pastoral Lead to join our team at The Quest Academy. This is an exciting opportunity to play a central role in supporting our students' personal development, wellbeing and behaviour - ensuring that every young person can thrive and succeed.

As the Year 11 Achievement and Pastoral Lead you will work closely with our SLT and pastoral team to maintain the highest standards of behaviour, attendance and conduct across the Academy. You will be a visible and trusted presence for students, providing guidance, consistency and care, as well as responding swiftly and effectively when challenges arise.

The role will be varied and fast paced. You will lead a team of dedicated tutors, quality assure the tutor programme, lead assemblies, run interventions, meet with parents and other stakeholders and take a significant role in the wider leadership of the school, ensuring that we are efficient and effective in all that we do. There will also be unexpected challenges from time to time, which is often the nature of this important, dynamic and satisfying position.

The successful applicant will be compassionate, resilient and professional, with a strong sense of fairness and a genuine belief that every young person deserves to succeed. You will be confident in setting boundaries, skilled in building relationships, determined to uphold high standards of behaviour and passionate about helping students make positive choices.

I would be delighted to receive an application from you if, upon consideration, you feel that this role and The Quest Academy may be right for you. To apply, please complete the form at: [TES Online](#).

Mr A. Crofts, BA (Hons) PGCE, NPQH, NPQEL
Executive Principal

About the Quest Academy



The Collegiate Trust
Exceptional Education for All

At The Quest Academy we have created a disciplined environment with well-behaved children. Levels of attendance are above the national average because our students enjoy coming to school and we have very well-crafted systems of support in place to make sure that the Academy runs efficiently. Results over time are strong in all key stages. We believe in the broadest and richest educational experience, and we have a highly developed and universal enrichment offer, numerous trips and visits, a wide range of clubs and societies, sports fixtures and a thriving Duke of Edinburgh award scheme.



We believe we are outstanding in the support we provide for staff development. We have achieved the 'CLPD Gold Mark' for our professional development work and we run in-house training sessions every week to update and further our colleagues' skills. We are also very fortunate to occupy a stunning 17-million-pound building with extensive grounds which we moved into in 2014. Every part of the school is new and across the campus we have invested in nearly one million pounds of cutting-edge IT equipment to support all aspects of Academy life. The Academy is committed to ensuring that each student succeeds

academically and personally. Our motto, *Learning Changes Lives* reflects our belief in the importance of our work. We are committed to making sure that every student makes outstanding progress. We have high expectations of every student, offer the best quality teaching and insist on the highest standards of behaviour and respect.

Strong moral values underpin the ethos of The Quest Academy. We welcome students from a wide range of cultural and faith (or non-faith) backgrounds and expect all families to value and support the moral values at the heart of all aspects of life at the Academy. We foster understanding, tolerance and mutual respect whilst producing confident, capable and respectful young people. At all times, we aim to create an environment that nurtures and develops:

- Integrity
- Compassion
- Respect
- Tolerance
- Kindness
- Courage
- Generosity
- A life-long love of learning

These values make the Academy a positive and inclusive community in which all students feel safe, valued and part of the family.

You can find out more information about The Quest Academy on our website:

[The Quest Academy | Part of The Collegiate Trust](#)

About The Collegiate Trust

TCT has grown out of *Riddlesdown Collegiate*, a large, **outstanding** (OFSTED) secondary school in Croydon with a longstanding reputation for high standards and an exceptional education. Since 2015, our Trust has been growing and, today, we are a family of 9 schools with c.6000 pupils and 900+ employees. T

Our strong culture of ambition is focussed clearly on **PEOPLE** and **LEARNING**. We ensure that the best interests of all those in our communities are always at the heart of our decision-making.

The work of *The Collegiate Trust* is informed by our core values: **Ambition and Collaboration**, leading to **Achievement and Enjoyment**.

There are three particular themes that drive our work and can be described as our *keys to success*:

Partnership – We work hard to cultivate strong professional relationships with each other, with our pupils, with their families and the wider community as we see this as the foundation on which our Trust is built.

Progress – To us, progress means much more than academic improvement. We place a great focus on personal and professional growth for all members of our community and it is this emphasis on continuous improvement which means we deliver an Exceptional Education for All.

Preparation – Whether for the next stage of education, for work or for a future that is uncertain, it is our view that the prime purpose of school is to prepare young people for the rest of their lives. It is our intention to prepare all pupils to achieve their goals and to go on to enjoy happy and successful futures.

You can find out more information about our Trust on our website:

[The Collegiate Trust | Exceptional Education for All \(tct-academies.org\)](http://tct-academies.org)



**What will I
Job
Description
Details**

**be doing?
and**

Contract:	Permanent
Hours:	Leadership
Location:	The Quest Academy, Farnborough Avenue, South Croydon, CR2 8HD
Reporting to:	Assistant Principal
Purpose of the Post:	To lead Year 11 and line manage the Year 11 Tutor Team

Main Responsibilities

- Support the strategic drive to raise achievement and progress across Year 11, with a relentless focus on improving outcomes for all students
- Establish and maintain exceptionally high standards of behaviour, attendance, punctuality and attitudes to learning, ensuring no lost learning time and a strong culture of urgency and purpose
- Oversee the English, Maths and Science Tutor Time programme, ensuring it is delivered consistently and effectively, with a clear focus on supporting students to secure key outcomes in these core subjects
- Monitor and track NEA completion across subjects, intervening where there is risk of underperformance or missed deadlines
- Use data intelligently to track student progress, identify key groups (e.g. PP, SEND, borderline students), and implement targeted strategies to maximise outcomes
- Support with exam readiness, ensuring students are fully prepared through structured approaches such as exam briefings, warm-ups, revision strategies and clear routines
- Coordinate and contribute to key Year 11 events, including post-16 transition support
- Lead the organisation and oversight of academic mentoring, ensuring targeted students receive high-quality, structured support focused on removing barriers to learning, improving motivation, and securing improved outcomes.

Professional Development

- Participate fully in performance management and relevant professional learning
- Engage in continuing professional development to build expertise in pastoral care, behaviour management, restorative practice and relational approaches
- Contribute to the Academy's ongoing self-evaluation and quality assurance of Behaviour and Attitudes through feedback, reflection and participation in pastoral reviews.

General Responsibilities

- Promote and safeguard the welfare of all children and young people in accordance with statutory guidance and academy policy
- Escalate any safeguarding concerns promptly to the Safeguarding Team
- Uphold the Academy's ethos, vision and values, acting as a professional role model for students and colleagues
- Foster a culture of inclusion, respect and high expectations across the Academy community.
- Undertake any other reasonable duties as directed by the Executive Principal.

There will be scope to further develop professional skills in future. Once experience is gained in this post, we will be happy to explore your professional development which could allow you to specialise in different pathways based on your skills, expertise and interests

The above is not an exhaustive list and the successful applicant may be required to carry out additional duties as required by the role.

Why am I right for this job?

We know that some people may not have 100% of the things we might think we want for a role but can make an EXCELLENT addition to our team and bring new things to the table that we may not have considered. If you think your skills and experience make you a good fit for this role, please do not be put off if you do not match 100% of the criteria!

Person Specification

Qualifications
Good basic education to GCSE standard or equivalent (GCSE Grade C or equivalent in English and Maths) Essential
Experience
Effective working with young people of a range of ages and abilities
Evidence of leading a team
Skills and Attributes
Hardworking, adaptable and solution-focused
Ability to quickly establish and maintain positive relationships with students, staff and families
Understanding of safeguarding issues and promoting the welfare of children and young people
Well-developed communication skills, including written and oral literacy and competent ICT use
Potential for professional progression
Commitment to extra-curricular activities
Suitability to work with children

All our staff **MUST** be able to fulfil the following criteria:

- Undergo a full enhanced Disclosure and Barring Service check (which will confirm there has been no criminal activity that means you might be unsuitable to work with young people)
- Right to work in the UK
- Be medically suitable and safe to fulfil the role
- Provide 2 references that support your application, one of which must be your most recent employer (unless this is your first ever job, in which case we can advise on alternatives)

How to apply

If you feel that this role and our school may be right for you, we would very much like to receive your application.

To apply, please use the application form, attaching where requested a statement of no more than two sides of A4, identifying clearly how you meet the Person Specification.

If you have any queries or would like an informal discussion about the role, please do not hesitate to contact us at HR@tct-academies.org.

The Collegiate Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Applicants must be willing to

undergo child protection screening appropriate to the post, including checks with past employers, online searches and the *Disclosure and Barring Service*. Appointment will be dependent upon further health, medical, safeguarding and attendance checks.

If you feel that this role and our school may be right for you, we would very much like to receive your application.

To apply, please use the [TES application form](#), attaching where requested a statement of no more than two sides of A4, identifying clearly how you meet the Person Specification.

If you have any queries or would like an informal discussion about the role, please do not hesitate to contact us at HR@tct-academies.org.

The Collegiate Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. In all cases, the post holder's responsibility for promoting and safeguarding the welfare of the pupils is to adhere to and ensure compliance with the school's safeguarding policies and procedures at all times.

The post is exempt from the Rehabilitation of Offenders Act 1974, and the school is therefore permitted to ask job applicants to declare all convictions and cautions (including those which are "spent", unless they are "protected" under the DBS filtering rules) in order to assess their suitability to work with children. Please note that if you are added to a Barred List then it is against the law to work, apply for work or volunteer in Regulated Activity with children.

Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers, online searches and the Disclosure and Barring Service (DBS). Appointment will be dependent upon further health, safeguarding and attendance checks.