



**Tulip Academy
Spalding**

Case Study



Gemma Jones – Administrator

Career overview

Gemma joined Tulip Academy Spalding in January 2017 as an Apprentice Administration Assistant. Gemma flourished during her apprenticeship and move into the role of Administration Assistant as of January 2018. As of October 2020 Gemma moved into the role of Administrator taking on more responsibility within the school.

Training offer to support career progression

- Business Administration Apprenticeship in partnership with Boston College
- Census and Perspective Life
- Cyber Security Training
- Epilepsy
- Identifying the risks posed to children online
- First Aid

How has Tulip Academy Spalding support your career progression?

"From starting as an apprentice in 2017, I have been fortunate enough to progress through to an administrator at Tulip Academy Spalding. The school has been very supportive with my career progression by enabling me to constantly develop my skills and task me with new challenges. I have been a part of multiple training programmes which have been a massive benefit to my professional development."

Why do you like working at Tulip Academy Spalding?

"Each day at Tulip Academy Spalding is different! All of our students are unique, and it is a pleasure to see them move up through the school. Our staff team are very friendly, and I enjoy working with everyone at Tulip Academy Spalding."