

Special Provision Partnership



Springwell Learning Community

Assistant Principal Information Pack

Dear Applicant,

Thank you for your interest in the role of Assistant Principal at Springwell Learning Community. If you are successful, you will be joining a fantastic team and will be key in transforming education for children with Social, Emotional and Mental Health needs in Barnsley.

At Springwell Learning Community, you will work as part of a team committed to collaboration, creativity and innovation. We are dedicated to bringing the very best practice and resources to each of our settings. We are committed to developing a diverse, relevant and engaging curriculum, delivered through learning experiences built around the individual needs of our children and young people. Your challenge will be to ensure that our students receive the best care, support and education.

It couldn't be a more exciting time to join the Barnsley and Kirklees Special Provision Partnership. We're a new, bold partnership, formed through the collaboration of Springwell Learning Community, Greenacre School and Joseph Norton Academy. Through our collaboration we are able to provide unique opportunities for our children, our staff and the communities we serve. This provides our leaders at Springwell an opportunity to develop strong collaboration and support with our special partnership schools and leadership colleagues

The responsibilities of the post are outlined in the job description, but the post holder will have specific responsibility for both the operational running and strategic development of the Alternative Academy. This involves working across a number of small satellite settings across Barnsley.

We are looking for a committed, inspirational leader and outstanding teacher who has a successful record of accomplishment in school. If this is you and you are interested in transforming the lives and opportunities of young people with SEMH needs, we will be very interested to hear from you.

Potential candidates are advised to call the school for further information.

Yours sincerely,

Danny Ross
Head of School
Springwell Learning Community

About Wellspring Academy Trust

Wellspring Academy Trust is a Multi-Academy Trust with a Barnsley-based Head Office.

We are a Trust at the cutting edge of educational innovation.

We have:

- Outstanding aspiration.
- A vision to provide children and families with exceptional educational opportunities.

Our Core Principles are:

- Excellence in teaching and learning.
- Knowledge and skills growth that is celebrated by the community.
- Collaboration with all partners in education and the community.
- Succession planning within the institution and beyond.
- Providing an exceptional school experience for our children.

Our commitment to you:

Professional Development

We believe that outstanding professional development underpins outstanding schools. The more members of staff who are enabled and empowered with expert skills and knowledge, the more effective their impact upon learning. We believe in the power of Professional Development. We believe that it can and should be happening every minute of every day. Wellspring Academy Trust has access to a rich seam of professional development for all staff through our network of leaders, colleagues and schools, and through the Teaching School.

Leaders Professional Development

Inside every successful school, you will find successful leaders. Almost every study of school effectiveness has shown both Primary and Secondary leadership to be the key factor. At Wellspring, we emphasise the importance of ongoing professional development for school leaders. We work together as leaders. We share our experiences and expertise. We recognise that we are stronger together.

Experienced leaders across the Trust work with colleagues to run networks and development groups for leaders at all levels – from those aspiring to enter leadership, through to those who already lead a number of academies.

Our recognition of the pivotal importance of effective leadership means that the professional development pathway into Executive Leadership across more than one school is open to you with Wellspring.

Assistant Principal L13 - L17

Job Description

Purpose of the Post

As outstanding practitioners and experienced leaders, Assistant Principals play a central role in assisting Heads of Schools with the day-to-day running of a Special Provision Partnership (SPP) area. Assistant Principals share the SPP's vision and values and model extremely high levels of professional conduct and practice both in and out of the classroom. APs are confident leaders of staff at all levels and have the ability to work with children and young people across the Federation. APs are non-class based; however, they teach classes to model good practice; develop relationships; support training and development; and secure the smooth running of the SPP.

The purpose of this role is to:

- Be a visible and credible senior leader who models good practice and Quality First Teaching
- Lead in the implementation of SPP policies and procedures
- Lead robust quality assurance activities that shape and inform development plans
- Take lead responsibility for ensuring the best possible curriculum offer, provision, wellbeing, progress and achievement
- Ensure the academy offers all children high quality, exciting, engaging, well-resourced and differentiated lesson
- Provide strong and dynamic leadership, support and training including the supervision and performance management of teaching and support staff
- Lead and coordinate specific areas of responsibility

This job description outlines the range of professional duties, which are attached to the post. It is not a comprehensive definition of these duties. You will be required to perform duties described in the School Teachers Pay and Conditions document. Your working time will be in accordance with that required of the Leadership Team as outlined in the School teachers Pay and Conditions.

Key Result Areas

Leadership and Management

- Be a member of the Senior Leadership Team contributing to the development of the vision and values
- Uphold and promote the core principles, values and ethos of the SPP
- Take responsibility for designated aspects of the self-evaluation process
- In partnership with the Associate Principals, be actively involved in improvement planning and activities
- Take a lead on a range of whole academy areas - to be negotiated on an annual basis
- Lead in the development and implementation of an appropriate curriculum that addresses pupils' academic, special and personal needs
- Help to formulate, promote and lead in the implementation of policies, procedures and initiatives
- Lead staff meetings, staff development sessions and team meetings as appropriate

and be responsible for ensuring these are planned and evaluated effectively, and relevant actions agreed and followed up

- Support the Head of School by taking robust action when problems arise

Staffing

- Contribute to the development of the leadership and other staff teams and take responsibility for the line-management of designated staff
- Lead in the implementation of robust Performance Management and HR systems and ensure high standards of professional performance and conduct are established and maintained
- Promote and model best practice including unconditional positive regard and support senior leaders in creating and maintaining a climate that is supportive of staff, pupils and parents
- Offer leadership, guidance and support to staff in relation to SPP policies, teaching and learning, behaviour and other improvement strategies
- Support with the selection, recruitment and induction of staff
- Organise staffing timetables and cover classes when required to do so
- Facilitate continued professional development for yourself and others

Pupils

- Take responsibility for the effective teaching and learning of a class or classes or groups of pupils in the academies, ensuring that the pupils have an appropriate curriculum in line with SPP policy - in line with Teacher Standards
- Take responsibility for the welfare needs of all pupils ensuring a consistent, positive approach
- Promote the good behaviour of all pupils working with colleagues, parents and the community to set the highest possible standards of classroom practice and management in line with the SPP's vision and values

The Curriculum

- Liaise with the Head of School to determine and lead the arrangements for the organisation of the curriculum and lead staff in its effective delivery
- Lead curriculum innovation and practice and take a leading role in monitoring, reviewing and evaluating the curriculum to ensure that expectations and standards are high
- Liaise with the Head of School and relevant member of the leadership team with regard to the production, implementation, evaluation and revision of academy organisation, policy, planning, assessment and moderation
- Keep up to date with new initiatives, attending professional development courses, where appropriate, and disseminating information to staff

Resources and Budget

- Assist the Head of School in the prudent use of funding in line with the Development Plan
- Be responsible for a budget relating to specific areas

The Site and Premises

- Be aware of and assist in supporting the Health and Safety policy of the governing body, the Trust and advise of any known concerns regarding security
- Advise the Head of School of any known concerns and liaise with appropriate agencies as and when necessary in conjunction with and on behalf of the Associate Principals
- Take necessary and appropriate action in the absence of the Head of School

Trust, Governing body, parents and community

- Lead in the development and maintenance of effective partnerships with parents
- Establish links with the governing body

- Undertake such other duties and responsibilities of an equivalent nature, as may be determined by the Executive Principal or Head of School from time to time, in consultation with the post holder
- The post holder's duties must at all times be carried out in compliance with the Equal Opportunities Policy and other policies designed to protect employees or service users from harassment
- Take reasonable care of the health and safety of self, other persons and resources whilst at work
- Cooperate with management of the service as far as is necessary to enable the responsibilities placed upon the service under the Health and Safety at Work Act to be performed, e.g. operate safe working practices.
- It is the duty of the post holder not to act in a prejudicial or discriminatory manner towards service users or employees, including those who may be for example from minority ethnic communities, women, disabled or older people, lesbians or gay men. The post holder should also counteract such practice or behaviour by challenging or reporting it
- As part of your wider duties and responsibilities you are required to promote and actively support the SPP's and the Trust's responsibilities towards safeguarding
- You will be able to use ICT effectively in all aspects of work

Person Specification
Responsible to: Head of School

Employee Supervision: Middle Leaders / Teachers / Support Staff

Knowledge, experience and skills:	E/D
E = Essential D = Desirable	
<p>Experience</p> <ol style="list-style-type: none"> 1. Extensive experience within an appropriate setting, including working with children with a range of SEN needs across a range of key stages. E 2. Successful experience of School Leadership as either a senior leader or middle management. E 3. Experience of leadership and management of staff. E 4. Efficient and effective budget management. E 5. Experience of selection and recruitment in line with safer recruitment practice. E <p>Knowledge</p> <ol style="list-style-type: none"> 6. Knowledge of statutory guidance related to Keeping Children Safe in Education. E 7. Knowledge of strategies to achieve effective learning, teaching, assessment and engagement of all children and young people. E 8. Full working knowledge of relevant safeguarding, child protection, equality and health and safety policies, codes of practice and legislation. E 9. Knowledge of child development and the welfare needs of pupils. E 10. Knowledge of issues which affect quality in education achievement including target setting, assessment, diversity and inclusion strategies. E <p>Skills</p> <ol style="list-style-type: none"> 11. Ability to work in partnership with and support the principals. E 12. Ability to develop and implement effective plans that improve the outcomes for children. E 13. Ability to use data effectively to monitor, evaluate and review decisions. E 14. Ability to organise, lead and motivate staff and to challenge underperformance. E 15. Ability to lead in the development and implementation of an appropriate and engaging curriculum that addresses the needs of all pupils. E 16. Ability to work collaboratively with the team and partners to ensure a broad approach to planning and improving service delivery. E 17. Ability to sustain effective systems for staff induction, performance development and managing staff performance. E 18. Ability to tackle difficult issues and take difficult decisions and convey outcomes clearly and sensitively. E 19. Effective communication skills, both verbal and written, in order to maintain accurate records and documentation and provide written reports as requested. E 20. Ability to maintain high levels of professional integrity and confidentiality. E 21. Effective use of IT for monitoring and recording. E <p>Qualifications:</p> <ol style="list-style-type: none"> 22. Qualified teacher status. E 23. Degree (or equivalent). E 	

<p>24. Higher degree or postgraduate curriculum or leadership qualification. 25. Commitment to all CPD offered.</p>	<p>D E</p>
<p>Behaviours and expectations:</p> <p>All staff members are expected to adhere to and promote professional standards including the Trust and SPP's code of conduct and values.</p>	
<p>General:</p> <p>The post holder will be expected to undertake any other duties, commensurate within the grade, at the discretion of the Head of School/Executive Principal and develop and promote high standards of professional conduct throughout the Partnership.</p> <p>You will be expected to carry out your duties in line with the SPP's policies, procedures and relevant legislation. You will be made aware of these in your appointment letter, statement of particulars, induction, ongoing performance management and development through school communications.</p> <p>You will be required to work at any premises which the Trust currently has or subsequently acquires or at which it may, from time to time, provide services.</p> <p>You will be expected to travel throughout the Borough and wider area and will, therefore, have access to a vehicle with appropriate Business Insurance. There may be a requirement to transport pupils from time to time, subject to appropriate risk assessments being in place.</p> <p>You will be expected to attend and participate in a wide variety of meetings as well as training and development activities to support Trust, and your own professional development.</p> <p>All staff, regardless of their position, are expected to undertake TeamTeach training and work within "good practice" guidelines using a range of positive handling strategies, gradual and graded, involved in holding, guiding and escorting safely, from least intrusive to more restrictive holds.</p> <p>As part of your wider duties and responsibilities you will be required to promote and actively support the school's responsibilities towards safeguarding. Safeguarding is about keeping people safe and protecting people from harm, neglect, abuse and injury. It is about creating safe places, being vigilant and doing something about any concerns you might have. It isn't just about the very old and the very young, it is about everyone who may be vulnerable.</p> <p>The post holder must be willing to undertake an enhanced Disclosure and Barring Service check. Please note that a conviction may not exclude candidates from appointment but will be considered as part of the recruitment process.</p>	

5 February 2020

Springwell Learning Community Assistant Principal L13-17 (£56,721 - £62,570)

- Are you an exceptional practitioner who wants to make a difference to the lives of vulnerable children?
- Are you an outstanding teacher who feels stifled by the mainstream system?
- Are you driven by a sense of moral purpose rather than data?
- Do you want high quality professional development and support?
- Do you want to work with highly supportive colleagues who share your values and ethos?
- Do you want to work in an organisation that supports career progression and has opportunities beyond your own school?

We seek to recruit an exceptional senior leader to join our team at Springwell Learning Community who will lead the Alternative Academy with support and guidance from the Head of School. You will be part of a wider leadership team and have the opportunity to collaborate with other senior leaders across our partnership of special schools.

Reporting to	Head of School
Duration of Post	Permanent
Work Commitment	Full time
Salary	L13-17 (£56,721 - £62,570)
Closing date	Noon on Friday 5 th February 2021
Shortlisting date	Monday 8 th February 2021
Interview date	Thursday 11 th February 2021
Start date	Monday 12 th April 2021

HOW TO APPLY

Please complete the application form sent as a separate attachment to this pack. Along with this, you may submit a covering letter of no more than two sides of A4 outlining your suitability for this role and evidence of outstanding leadership to date.

Applications should be e-mailed to Sarah Elliot
Springwellvacancies@springwellacademies.co.uk

Visits are encouraged. To arrange these please contact Sarah Elliot via
Sarah.Elliot@spartnership.co.uk

The Trust recognises that it has a statutory and moral duty towards safeguarding the welfare of children, young people and, if appropriate, vulnerable adults who participate in any Trust activities and expects all staff to share this commitment. An Enhanced DBS is required for this post.