



THE
BRIAN CLARKE
CHURCH OF ENGLAND ACADEMY

Candidate Pack

Assistant Headteacher: Behaviour, Attitudes & Personal Development (KS3)

Welcome from the Headteacher

Mrs A Ash, MA, NPQH



Thank you for your interest in the post of Assistant Headteacher at The Brian Clarke CE Academy.

An Assistant Headteacher role in a new school is an opportunity education professionals dream about. You will be leading a talented and committed staff team that is growing a school from Year 7 upwards, supporting the development of its ethos and embedding it into the community of school. We also have the benefit of a brand-new building, with state-of-the-art facilities, and supported by the local, successful, and experienced Cranmer Education Trust.

This is an exciting and challenging role. It is a post for a dedicated, energetic, creative, and strategic professional with significant experience and impact at either middle or senior leadership levels. The demands will be varied, interesting and developmental, and will put you at the heart of a school where staff and students are growing exponentially year on year.

The successful candidate will help shape the totality of the Brian Clarke experience our students receive. You will be supported by the existing Senior Leadership Team and Trust central team but will also be expected to bring your own ideas, expertise, and specialisms.

This is a CE school and the person we appoint must be able, with integrity, to uphold and model Christian values and lead assemblies which have worship at the heart, supported by the Trust's Lay Chaplain and the pattern and resources for worship themes and celebrations which apply across all our schools.

Working for The Brian Clarke CE Academy means that you would be part of the Cranmer Education Trust, a successful, growing Trust which prides itself on looking after its people, offering a high-level of support and access to expertise. This is an excellent time to join the team, as we develop collaborative structure and systems to enhance and support our growing family of schools.

Alongside Brian Clarke, the Trust is made up of primary and secondary schools across Oldham and Rochdale. The Trust also incorporates a teacher training school and the East Manchester Teaching Hub and a MFL hub, which support the training and development of new and existing teachers across the North West of England.

For further details, please visit careers.cranmereducationtrust.com

About The Brian Clarke CE Academy

The Brian Clarke Church of England Academy opened with a founding team of staff in September 2022 to 240 young people and will continue to grow annually to a student body of 1,200 by 2026.

We moved to our beautiful, purpose-built building in May 2023, situated on our accessible town centre site on Bloom Street, Oldham.

Our patron, Brian Clarke, has donated a large stained-glass window to the school which adorns the entrance hall, reflecting the multi-cultural nature of the school and shining light into and out of the building to the community.



The school reflects the community it serves. It is multi-cultural, multi-ethnic, and multi-faith within a Church of England ethos. There is a balance between faith intake and non-faith intake from 3 concentric circles of one, two and three miles around the school. 'Faith' equally includes all Christians, as well as members of the other five major world faiths of the Interfaith Network.

The key elements of the curriculum include:

- A rich, broad EBacc curriculum up to GCSE
- Compulsory Religious Studies within the core curriculum up to GCSE
- MFL (German) to GCSE
- A rich KS3 provision which includes the arts, technology, computing, citizenship, and the Bronze Duke of Edinburgh Award in Year 9
- A sequentially planned pastoral curriculum that builds in worship, CEIAG, and form reading. This takes places daily for 30 minutes.
- An aspirational co-curricular provision built into Period 6, which runs Monday to Thursday 2.45pm – 3.30pm. All students take part in two activities per week.
- A facility to support literacy and numeracy to catch up (7.45 – 8.10am) each morning.

The curriculum is underpinned by a consistent pedagogy that understands how students learn, and a rigorous approach to reading and literacy, building character and resilience.

We aim for all our students become good human beings: good friends, good neighbours, and good citizens. People we are proud to know. Their social and emotional development, their self-respect, and their ability to self-manage are just as important as their cognitive development. Students who are happy and secure in their school learn well and become successful people. High quality pastoral care is at the core of all we do.

In brief, we are looking for:

- A leader committed to ambition, excellence, and community, who will work with the Senior Leadership Team to drive the growth and development of The Brian Clarke CE Academy. You will play a key role in driving BCA to become an outstanding provider for young people, and continue to be a school where staff, who are committed and ambitious for young people, take pride in and enjoy their work.
- An inspiring, informed educator with a clear understanding of what makes outstanding educational provision for all, and the ability, understanding, and experience to lead, develop and manage a staff team to achieve this.
- Someone who will go the extra mile for students, not because they are asked to but because they want to; someone who will do their utmost to ensure all our students progress to the future destinations of their choice.
- Someone who will inspire students and the staff they work with, and build strong relationships with our parents, carers and community partners.

We offer:

- Opportunities for professional development in a growing Trust
- Schools: a strong school community that places children, families and staff at the heart of everything we do
- A supportive team who will work with and alongside you to achieve the very best
- Teachers' career average pension scheme with a generous employer contribution
- Central Oldham location, close to good transport networks, less than 7 minutes from nearest bus or tram stops.

The Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The Cranmer Education Trust follows Safer Recruitment practices. This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1974, 2013 and 2020, and appointment is therefore subject to satisfactory Enhanced Disclosure form the Disclosure & Barring Service.

The successful candidate must be available for new staff induction days on Thursday 28 and Friday 29 August 2025.

Applications must be received by **9am on Thursday 9 January 2025**.

Interviews for this post will take place on **Monday 13 and Tuesday 14 January 2025**.

Thank you for your interest. We look forward to hearing from you.

Yours faithfully



Mrs Allison Ash, MA, NPQH
Headteacher, The Brian Clarke CE Academy





“As a member of the founding team I have had the pleasure of growing the BCA family. Our talented team of support staff, teachers and leaders provides the most supportive professional environment you could wish for; one where you can flourish and progress in your career.”

Mrs R Dickinson, Director of English

“Working at Brian Clarke is special. We are part of building a legacy. We are cultivating a culture that is ambitious for all stakeholders. The staff support for one another is really special; we are one team. Be part of our journey!”

Mr A Ahmed, Head of Year 8 and Teacher of RS



“Brian Clarke is a truly special place. Brilliant staff and students, and a wonderful culture and routines that allow EVERYONE to shine!”

Mrs J Carey, Library Manager & Worship Coordinator

“Beautiful building, lovely children and the most supportive colleagues I have ever worked with!”

Mrs F Briggs, Science Teacher



Additional benefits when working with The Brian Clarke CE Academy

Here at The Brian Clarke CE Academy, we provide a competitive salary, plus extra benefits when joining us and for years of service.

Work life, health and work/life balance

- Free parking on site, but also within 5 minutes' walk of Oldham Bus Station, and 7 minutes' walk from King Street Metrolink tram stop.
- Regular Staff Fellowship activities for socialising and wellbeing.
- 2.45pm finish two days per week for teaching staff
- Annual leave allowance for non-teaching staff rising in line with years of service.
- Flexible working arrangements for non-teaching staff, and a supportive culture to ensure all teaching staff are able to work with the flexibility they need.
- Employee Assistance Programme, Health One by TELUS Health. This includes an app with wellbeing assistance, latest updates on The Cranmer Trust health initiatives, advice for carers, and fitness sessions.
- Perks, discounts and cashback offers for major retailers, holidays, restaurants and bars via the Health One app.
- A Menopause Support Programme with Newson Health

Professional development

- Ongoing, high-quality professional development opportunities
- A growing school that offers real career progression
- Weekly CPD training for all teaching staff
- An Assessment and Feedback Policy developed by teachers, for teachers.



Job description:

Assistant Headteacher for Behaviour, Attitudes & Personal Development (KS3)



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Job Title	Assistant Headteacher: Behaviour, Attitudes & Personal Development (KS3)
Contract:	Permanent
Probation period:	6 months
Hours:	Full time, term time
Location:	The Brian Clarke CE Academy, Bloom Street, Oldham, OL9 6BP
Salary	L13 (£66,919)

Job Purpose

To lead on the continued development of all aspects of pastoral provision at the Brian Clarke Academy in relation to behaviour, attitudes, and personal development at KS3.

Key responsibilities

Strategic leadership behaviour, attitudes, personal development

1. To contribute actively and substantially to building, communicating and implementing the Trust's vision of Ambition, Excellence and Community and the school's commitment to all young people to 'Let Your Light Shine'.
2. To actively model and promote the values, vision and ethos of this Christian school which serves a multi-faith, multi-ethnic community.
3. To inspire, challenge and empower all members of the school community to play their part in achieving that vision and becoming the best they can be and the best they are meant to be.
4. To lead the planning, development, and implementation of key areas of the school's development and improvement plan around behaviour, attitudes, and personal development
5. To lead on the strategic development of the behaviour policy and curriculum of high expectations which includes the Brian Clarke Way so that a calm and purposeful environment prevails: teachers can teach, and students can learn.
6. To lead on embedding the consistent pedagogy and language around behaviour and restorative practice.

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7. To embed effective systems for dealing with, reporting, and monitoring any aspects of poor behaviour.
8. To effectively embed a meaningful rewards system that is understood and valued by students, their families, and staff.
9. To maintain a whole school culture and systems that promote the benefits of high attendance and punctuality.
10. To work with Heads of Year and other senior staff to continue to develop and refine fully resourced, sequentially planned, age-appropriate form time pastoral curriculums at KS3 that builds to KS4 and effectively provides a platform for progression into post 16.
11. To work with Heads of Year and other senior staff to develop fully resourced, ambitious, sequentially planned and age-appropriate Wellbeing (PSHRE) curriculums at KS3 that is compliant with the statutory framework for PSHRE and helps keep students happy and safe.
12. To work with the equivalent Assistant Headteacher at Key Stage 4 to ensure effective Careers Education Information and Guidance (CEIAG) is developed for Key Stage 4.
13. Develop a staff induction and professional development programme that effectively enables staff to deliver all elements of the pastoral curriculum.
14. To support the development of a student leadership pathway at KS3 and 4
15. Ensure SMSC is developed throughout academic, pastoral, co-curricular and extra-curricular activities.
16. Contribute to effective systems of support in relation to Pastoral Care and Achievement for All.
17. Be accountable for, and contribute to, designated areas of the school development plan.

Staff management and development

1. To support the Headteacher in the development of a staff induction and CPD programme appropriate for the continued development of a new school.
2. To lead, develop and enhance the teaching practice of others through the line management process.
3. To monitor, review and quality assure the areas specified in the individual's role and respond in a structured way to identified needs.
4. To build capacity within the staff of the school to deliver and sustain the highest quality of provision and achievement for students.
5. To be accountable for effective project management of deadlines, engaging staff, delegating, holding areas accountable and securing resource to deliver the highest quality outcomes.

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6. To be accountable for the continuing effective work of all staff for whom the post holder has responsibility, line-managing, training, mentoring and coaching staff as appropriate, to enable them to be their best.

Other responsibilities

1. To lead whole-school collective worship in line with the Christian ethos of the school.
2. To perform school duties as and when required.
3. To support the leadership of a climate for students based on 'The Brian Clarke Way Every Day' that is warm, nurturing, with high expectations and clear, firm boundaries.
4. To be evidence informed, keeping abreast of local, national, and global sources of credible information and using this to inform curriculum, assessment and CPD.
5. To promote and foster a close and deep relationship with the Cranmer Education Trust, the leadership of all member schools, Manchester Nexus SCITT, East Manchester Teaching School Hub, and the languages hub - working collaboratively so that there are continuous benefits for students and staff.
6. To develop and promote policies and procedures that ensure that the school's ethos is reflected in every aspect of the school's work.
7. To teach a limited timetable.
8. To commit fully to and publicly advance the cause of equal opportunities and the right of every student to become the best they can be and are meant to be.
9. To model restorative practice throughout.
10. To work closely with parents and engage them in their children's progress. To make every effort to reach out to parents who do not engage with school.
11. To ensure the school holds ambitious expectations for all students with additional and special educational needs and disabilities.
12. To contribute to the school liaison and marketing activities, e.g. providing news for social media, the website, contributing to newsletters to parents.
13. Any other duties that might reasonably be required of an Assistant Headteacher.

This post is subject to an enhanced DBS disclosure check through the Disclosure & Barring Service.

This job description is a guide to the duties and should be read in conjunction with the accompanying person specification (please see next page)

Person Specification:

Assistant Headteacher: Behaviour, Attitudes & Personal Development (KS3)



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In your application form there will be a section about Knowledge and Experience. In this section, please explain to us as fully as you can how you meet the criteria listed in the Person Specification below. Use real-life examples of your work and its impact where possible.

Please do not include a Curriculum Vitae.

Person Specification – Assistant Headteacher	Essential or Desirable	How identified Application (A) / Interview (I)
Educational Qualifications		
Good Honours Degree	E	A
PGCE	E	A
Evidence of further professional study – Masters Degree, NPQSL, etc.	D	A
Professional Experience and Knowledge		
Experience of leading whole-school provision and improvement at Assistant Head / Middle Leadership level (quality, sustained impact and learning are considered more important than number of years' experience)	E	A/I
Evidence of outstanding leadership, vision, drive and impact, in particular: Developing and leading the implementation of strategies to secure whole school improvement for pastoral provision Successful and structured delivery of outstanding achievement and attainment Leadership and management of effective staff development with impact	E	A/I
Understanding and experience of implementing evidence informed pedagogies around behaviour	E	A/I
Professional Skills		
Hold and articulate clear values and moral purpose, focused on excellent educational provision for the young people we serve	E	A/I
High level communication skills, ability to build relationships, bring people with you, keep people informed and hold them to account	E	A /I
The ability to learn quickly, assimilate ideas, generate understanding, be challenged and be flexible	E	A /I
The ability to lead, manage, influence and challenge others	E	A /I
The ability to mentor, teach and motivate professionals to achieve individual and collective targets	E	A/I
Evidence of having used data to bring about real, impactful improvement	E	A/I
Personal Qualities		
Comfortable with a rapidly changing organisational structure	E	I
Unwavering commitment for the best possible provision for young people	E	A/I
Emotional intelligence and self-awareness	E	I
A team player and networker who collaborates with, involves and informs others and who can shape discussion, negotiate and influence	E	A/I
Management ability and experience, evidenced understanding of how to pull ideas through into practical impact and take others with you	E	A/I
Understanding of change management and evidence of having successfully managed change within an organisation	E	A/I
Creativity born of research and imagination and the synthesis of ideas	E	I
High level analytical skills	E	A/I
Excellent interpersonal skills	E	A/I
Excellent ability to communicate verbally and write coherent reports for a range of stakeholders including governors and external agencies	E	A/I
Excellent time management and prioritisation skills and flexibility	E	A/I
The ability to be positive in the face of challenges and adversity	E	I

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Pragmatism and perspective	E	I
Presence and credibility	E	I
Personal resilience, persistence and perseverance with students, staff, parents and governors.	E	I
Ethos		
Ability to support, uphold and model the Christian ethos of the school within a multi faith multi-ethnic school community	E	A/I
The ability and willingness to lead Christian worship with integrity. All staff are fully supported in leading worship by the Trust's lay chaplain	E	A/I
Safeguarding		
Displays commitment to the protection and safeguarding of children and young people	E	A/I
Personal circumstances		
Senior leadership posts at this level require a significant commitment beyond the school day, and term time. Assistant Headteachers attend and contribute to governor meetings; they attend after school events/productions on a regular basis and plan for the next school year.		

Any candidate with a disability who meets the essential criteria will be guaranteed an interview.

How to apply

We only accept applications via our online portal, careers.cranmereducationtrust.com.

Applications must be received no later than **9am on Thursday 9 January 2025**.

Interviews for this position will be on **Monday 13 and Tuesday 14 January 2025**.

If you have any questions or queries, or would just like to chat about the role, please get in touch via e-mail on headteacher@brian-clarke.org.

We look forward to hearing from you!