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**JOB DESCRIPTION**

**Job Title: Lead of Internal Alternative Provision**

**Salary:**  **MPR/UPR, plus TLR 2b**

**JOB PURPOSE**

To deliver an appropriate programme of teaching at Key Stages 3 and 4 within an internal alternative provision unit, ensuring high standards of teaching, learning and progress for all students.

**KEY RESULT AREAS**

Lead the development and delivery of a high-quality, bespoke Internal Alternative Provision (IAP) that meets the needs of our most vulnerable students, both onsite and offsite

Ensure high standards of teaching and learning and progress for all students.

Work collaboratively with pastoral, curriculum and SENCO colleagues to identify and support students who require IAP provision, and ensuring that this provision is integrated into their wider education and support plans

Create and deliver personalised, therapeutic and engaging educational programmes that meet the specific needs of each individual student, and support them to achieve their full potential

Ensure that all IAP provision is high-quality, engaging, and effectively supports students to improve their behaviour, attendance, and academic progress

Monitor and evaluate the impact of IAP provision, and using data to continuously improve the quality and effectiveness of provision

Build upon an already established and strong provision, and drive forward further improvements to ensure the very best outcomes for our students

Contribute to the wider school leadership team, and work collaboratively with colleagues to ensure that IAP provision is integrated into the wider school curriculum and ethos

Provide pastoral care for students including carrying out the role of tutor.

Ensure that all students in classes taught, including identified vulnerable groups, have equal access to the appropriate curriculum

Contribute to the procedures for quality assurance, including the use of data, in line with whole school policy and practice and as required

Contribute to and deliver supportive intervention when student’s progress is limited by negative attitudes, misbehaviour, unsatisfactory attendance and punctuality, long term illness or other factors.

Consistently promote the Trust and individual academies in a positive light to its wider community, upholding the policies and procedures agreed by the Governing Body

Act as a role model for staff and students, displaying positive behaviours at all times

Undertake any other duties commensurate with the grade of the post as directed by the Headteacher.

**VARIATION IN THE ROLE**

Given the dynamic nature of the role and structure of TCAT, it must be

accepted that, as TCAT’s work develops and changes, there will be a need for adjustments to the role and responsibilities of the post. The duties specified above are, therefore, not to be regarded as either exclusive or exhaustive. They may change from time to time commensurate with the grading level of the post and following consultation with the member of staff.

**EQUALITY AND DIVERSITY**

TCAT is committed to equality and diversity for all members of society. TCAT will take action to discharge this responsibility but many of the actions will rely on individual staff members at TCAT embracing their responsibilities with such a commitment and ensuring a positive and collaborative approach to Equality and Diversity. This will require staff to support TCAT’s initiatives on Equality and Diversity which will include embracing development and training designed to enhance practices and the experiences of staff, students and visitors to TCAT with an all inclusive approach that celebrates differences. Failure to embrace these commitments may lead to formal action.

If you as a member of staff identify how you or TCAT can improve its practice on Equality and Diversity, please contact the HR Manager.

**HEALTH AND SAFETY**

All members of staff have a duty to maintain safe and clean conditions in their work area and co-operate with TCAT on matters of Health and Safety. This will include assisting with undertaking risk assessments and carrying out appropriate actions as required. Staff are required to refer to TCAT Health and Safety Policies in respect to their specific duties and responsibilities.

**STAFF DEVELOPMENT**

All staff are required to participate fully in TCAT Staff Development programmes and have a responsibility to identify their own professional development needs in conjunction with their line manager.

**COMMITMENT TO SAFEGUARDING VULNERABLE GROUPS**

TCAT is committed to safeguarding and promoting the welfare of children and young people, as well as vulnerable adults, and expects all staff and volunteers to share this commitment.