



HAILSHAM COMMUNITY COLLEGE
ACADEMY TRUST

'Be the very best you can be'

Lead Teacher for Alternative Provision

APPLICANT INFORMATION PACK



Battle Road, Hailsham, East Sussex, BN27 1DT

Tel: 01323 841468

E-mail: job.vacancies@hccat.net



Lead Teacher for Alternative Provision

Please find enclosed:

- **Letter from the Executive Principal**
- **Job Description**
- **Person Specification**





HAILSHAM COMMUNITY COLLEGE ACADEMY TRUST

'Be the very best you can be'

Dear Applicant

Thank you very much for your enquiry for the post of Lead Teacher for Alternative Provision at our College. We hope that you will decide to apply for the opportunity to play a key role in the development of education in Hailsham and we hope that the information below will be helpful to you.

Hailsham is an historic market town close to the large and vibrant towns of Eastbourne and Brighton, with some of the most spectacular scenery in England on its doorstep.

Hailsham Community College has been on an incredible journey over the past few years. We made an application in early 2012 to the Department for Education to become a converter Academy and as a result of our successful application, we became Hailsham Community College (Academy Trust) with effect from 1 August 2012. We are now entering a new phase of development, with the college predicted to grow substantially over the coming years.

In the early part of 2018, we were very fortunate to have been approached by the Local Authority to provide a new Primary and Pre-school provision within the town. In September 2019 we opened a brand-new school approximately a mile from the Secondary site, thus extending the designation of the Trust to a 2-19 all-through school.

The college motto, 'Be the very best you can be!' is very simple but encapsulates everything we believe in for the entire college community, learners and staff alike.

You will find our values and principles put into practice in a busy, cheerful community based on friendly relationships; the atmosphere is positive and full of purpose and endeavour. Our focus is on learning; we take pride in nurturing and supporting the personal, social and academic development of each individual.

The college underwent inspection by Ofsted on 1 March 2017 and was judged to be 'good' throughout. Since then, our mission has been to progress from 'good' to 'outstanding'.

We hope that you will decide to apply. We have always actively encouraged candidates to visit the College prior to completing an application form. If you would like any further information or would like to arrange a visit, please telephone us to arrange an informal visit.

If you do apply and wish to know if your application has been unsuccessful, we regret it will be necessary to enclose a stamped addressed envelope.

I hope to have the pleasure of meeting you soon.

Yours faithfully

Phil Matthews
Executive Principal



HAILSHAM COMMUNITY COLLEGE ACADEMY TRUST

'Be the very best you can be'

Job Description

Job Title:	Lead Teacher for Alternative Provision
Line Managed by:	Vice Principal - Behaviour and attitudes
Date:	Sept 2022

Job Purpose

- To take the lead role in developing curriculum intent and implementation for identified vulnerable students potentially at risk of suspension or exclusion who are part of the college Aspire provision.
- To ensure student support systems that impact positively on the behaviour and attendance of the Aspire group.
- To oversee alternative provision pathways for a small number of identified students within the Aspire area and beyond.
- To ensure an aspirational approach in all aspects for our most vulnerable students.

Principal accountabilities

- Lead the day to day running of 'Aspire' (the HCC inclusion facility).
- Create and lead provision pathways that improve focus for students in and beyond the classroom allowing them to reach high aspirations and next step goals.
- Mentor students to enable them to develop resilience, a sense of responsibility for themselves and empathy for others.
- Monitor engagement levels of students and ensure appropriate interventions are in place.
- Liaise regularly and effectively with parents/carers creating engagement through positive feedback
- Prepare and present informative reports.
- Lead on the regular review of Additional Needs Plans for the identified students and ensure these are impactful via the 'Assess Plan Do Review' process.
- Co-ordinate support and multi-agency input where appropriate.
- Effectively manage support staff so they have significant impact on the outcomes for students.
- Remain up to date with innovative interventions and personalised provision developments for students.
- To provide clear structures for lessons maintaining pace, motivation and challenge in line with college policies.
- To monitor, assess, record and report on pupil achievement in liaison with subject specialists and ensure accurate records of student progress in line with school policy.
- Deal with behaviour appropriately so that positive choices are rewarded but poor choices are dealt with quickly and effectively in line with the college behaviour policy.
- Attend scheduled teacher's meetings and CPD events.

Knowledge

- A working knowledge of successful classroom strategies for 'narrowing the gap' for vulnerable pupils.
- Clear knowledge and understanding of how to scaffold learning using a range of teaching tools and strategies.
- Successful feedback approaches that allow students to close gaps in knowledge
- An up to date understanding of SEND and safeguarding legislation
- An understanding of the difficulties that pupils may face and how to empower staff to build trusting relationships with them.
- Working knowledge of alternative provision pathways/opportunities and work experience providers

Skills

- To always remain solution focussed, unflinchingly positive, creative and inspirational
- To be able to adapt to new situations, circumstances and challenges
- To be able to deliver high quality teaching that improved students' outcomes
- Ability to communicate clearly and form professional working relationships with parents
- Excellent working relationship with line manager and other colleagues
- Good written and verbal communication skills
- Strong relationships with students
- The ability to deal effectively with multiple problem solving

Attitudes, motivation and behaviours

- Willingness to participate in further training and development opportunities offered
- Maintain confidentiality
- Highly aspirational for all students
- Remain calm in challenging situations
- Demonstrate authority and act decisively
- To be a strong positive role model for staff and students alike

Teachers are expected to undertake any other duty as the Executive Principal or Head of School may determine within the remit of the National Pay and Conditions document or within any other national or local agreement it may supersede.

This job description sets out the duties of the post at the time it was prepared. Such duties may vary from time to time without changing the general character of the duties or level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a regrading of the post.



HAILSHAM COMMUNITY COLLEGE ACADEMY TRUST

'Be the very best you can be'

Person Specification

Job Title:	Lead Teacher Alternative provision
Line Managed by:	Vice Principal - Behaviour and Attitudes
Date:	Sept 2022

<i>Qualifications/Development</i>	<i>Essential</i>	<i>Desirable</i>
Good honours degree	Y	
PGCE or equivalent	Y	
Further Professional Qualifications		Y

<i>Knowledge and Experience</i>	<i>Essential</i>	<i>Desirable</i>
A track record of improving progress for vulnerable students.		Y
Experienced in challenging conversations with a range of adults and students		Y
Experience of monitoring targets to evaluate and ensure progress		Y
Experienced in the implementation and development of curriculum initiatives		Y
Experience of effective intervention strategies for those at risk of under achievement.	Y	
A proven effective practitioner at KS3/KS4	Y	
Experience in supporting the practice development of other teaching or support staff		Y
An understanding of the range and levels of support available to meet individual needs		Y
An understanding of the importance of forming and maintaining appropriate relationships and personal boundaries with children and young people	Y	

<i>Skills</i>	<i>Essential</i>	<i>Desirable</i>
Ability to think creatively, problem solve and identify opportunities	Y	
Ability to motivate colleagues	Y	
Ability to monitor student development and achievement and intervene appropriately	Y	
Ability to promote and maintain strong links with parents/carers	Y	

<i>Attitudes values and Personal Qualities</i>	<i>Essential</i>	<i>Desirable</i>
---	-------------------------	-------------------------

To be enthusiastic	Y	
To be able to lead by example	Y	
To be able to meet deadlines	Y	
To be honest and have integrity	Y	
To hold outstanding interpersonal skills and the ability to relate well to a wide range of people	Y	
To have a willingness to innovate	Y	
To have the ability to support and challenge others	Y	
To hold high personal standards	Y	
To retain a high degree of confidentiality and have the ability to effectively share sensitive information to a wide range of audiences	Y	
A determination for self and others to be the best you can be	Y	
Emotional resilience in working with vulnerable students	Y	