



Primary Recruitment Pack

Assistant Headteacher
for Behaviour and
Personal Development

BTC TRUST 

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Welcome from the Headteacher – Primary Phase

Thank you for your interest in joining Bridgwater College Academy at a pivotal moment in our journey.

Following our recent inspection, we are clear about the urgent improvements required and equally clear about our responsibility to deliver them. We are determined to secure rapid and sustainable improvements in behaviour, attendance, personal development and the overall quality of education for every child we serve.

Safeguarding was judged effective during our recent inspection and we are proud that our culture ensures children feel safe and cared for. As we continue our improvement journey, we are focused on building a consistently positive school culture where every pupil experiences high expectations, strong relationships and a deep sense of belonging.

This role is central to that ambition. As Assistant Headteacher for Behaviour and Personal Development, you will provide strategic leadership for behaviour, attendance, personal development, enrichment and school culture across the Primary Phase. You will play a crucial role in establishing the highest standards of conduct, ensuring that behaviour systems are implemented consistently and that all pupils are supported to achieve both academically and personally.

Working alongside the Headteacher, Assistant Headteachers, Phase Leaders and wider staff team, you will lead the development of a culture built upon consistency, inclusion, ambition and positive relationships. You will champion attendance, oversee strategies to improve behaviour outcomes and ensure that every child benefits from a rich programme of personal development opportunities, including leadership, enrichment and character education.

The successful candidate will also work closely with families, external agencies and the wider community to remove barriers to learning and ensure that pupils receive the support they need to thrive. Through effective collaboration, you will help create an environment where pupils feel safe, valued and inspired to achieve their full potential.

We are seeking an exceptional leader who is passionate about school culture, relentless in their pursuit of high standards and committed to securing the very best outcomes for children. This is an exciting opportunity to shape and lead a vital area of our improvement journey and to make a lasting difference to the lives of our pupils and families.

If you are a resilient, values-driven leader with the vision, determination and expertise to drive improvement in behaviour, attendance and personal development, we would be delighted to hear from you.

Thank you for your interest in joining Bridgwater College Academy.

Warm regards,

A handwritten signature in blue ink that reads 'S L Evans'.

Sarah Evans
Headteacher of Primary

About Bridgwater College Academy

Bridgwater is a historic market town in Somerset with a rich cultural heritage and a strong sense of community. Best known for hosting Europe's largest illuminated carnival, the town has a proud tradition of celebration and togetherness. Today, Bridgwater is also a town on the rise. Significant investment in housing, infrastructure, and industry, including the nearby Hinkley Point C project, is driving rapid growth and opportunity.

The town is ideally placed for those seeking an excellent quality of life. Set between the Quantock Hills, the Mendips, and the Somerset Levels, Bridgwater offers easy access to stunning countryside, walking trails, and the nearby coastline. Its location on the M5 and mainline rail network ensures excellent connectivity to Bristol, Exeter, Taunton, and London, making it an increasingly attractive place to live and work.

Bridgwater College Academy (BCA) is a large, all-through academy educating pupils from age 3 to 16. Established in 2012, BCA was one of the first all-through schools in the Southwest and remains distinctive in its ability to provide a seamless journey from nursery through to GCSEs. It is located in the Bridgwater North and Central ward, an area facing significant socio-economic challenge. BCA serves a community within the top 5% most deprived areas nationally, where high levels of social housing, economic disadvantage and limited mobility are prevalent. As with many communities experiencing significant socio-economic challenge, some pupils and families face complex barriers that can impact wellbeing, attendance and achievement.

As a result, safeguarding plays a crucial and central role in our work. The successful candidate will need to demonstrate a deep understanding of vulnerability, a strong commitment to protecting children, and the ability to work effectively with families and external agencies to secure the best possible outcomes for our pupils.

Our structure brings consistency and stability, supporting pupils to achieve their potential at every stage. It allows staff to build long-term relationships with children and their families, and it gives colleagues the unique privilege of seeing the long-term impact of their work on pupils' progress and development.

Primary Phase Context	
Number on roll	611 (including nursery)
SEND% (including EHCPs)	36%
Pupil Premium	35%
EAL	22%

Our Core Purpose:

Every Child Achieves

BTCT Values:

Ambitious | Collaborative | Inclusive

Bridgwater College Academy Vision:

At BCA we demonstrate **high expectations** through the promotion of **reading, respect, resilience** and **responsibility**.

All BCA students will:

- be able to read fluently at a level that reflects their chronological age or higher.
- always demonstrate respect and strive to build positive relationships with others.
- be resilient when facing challenges and take responsibility for themselves and their community.

Bridgwater College Primary Academy Core Principles:

We are committed to inclusive classrooms which promote active engagement in learning by all pupils.

We aspire for everyone to feel heard, and we work hard to communicate with each other effectively so that we can all achieve our best.

We are focused on preparing pupils for their future in the wider world by promoting community engagement, social awareness and cultural understanding.

We endeavour to cultivate a lifelong love of reading by immersing pupils in diverse narratives, expanding knowledge and fostering critical thinking skills.

The Role

Job Title:	Primary Assistant Headteacher Behaviour and Personal Development
Responsible to:	Headteacher of Primary
Hours:	Full time
Scale:	L7 - L11
Required from:	January 2027 or sooner if possible

We are seeking a committed, ambitious and highly effective Assistant Headteacher for Behaviour and Personal Development to provide strategic leadership for behaviour, attendance, personal development, enrichment and school culture across the Primary Phase. This is a key senior leadership role, offering the opportunity to make a significant impact on the experience and outcomes of our pupils as we continue our improvement journey.

The successful candidate will lead the development and implementation of a consistent and effective behaviour culture that enables every pupil to thrive. They will champion high expectations, positive relationships and inclusion, ensuring that all pupils experience a safe, supportive and aspirational learning environment. Working closely with the Headteacher, Assistant Headteachers, Phase Leaders and wider staff team, they will drive improvements in behaviour, attendance and personal development outcomes across the primary phase.

The role offers genuine strategic leadership responsibility, including oversight of behaviour systems, attendance improvement strategies, pupil leadership, enrichment opportunities and the Academy's wider personal development curriculum. The postholder will also work closely with families and external agencies to remove barriers to learning and secure the very best outcomes for children.

Who We're Looking For

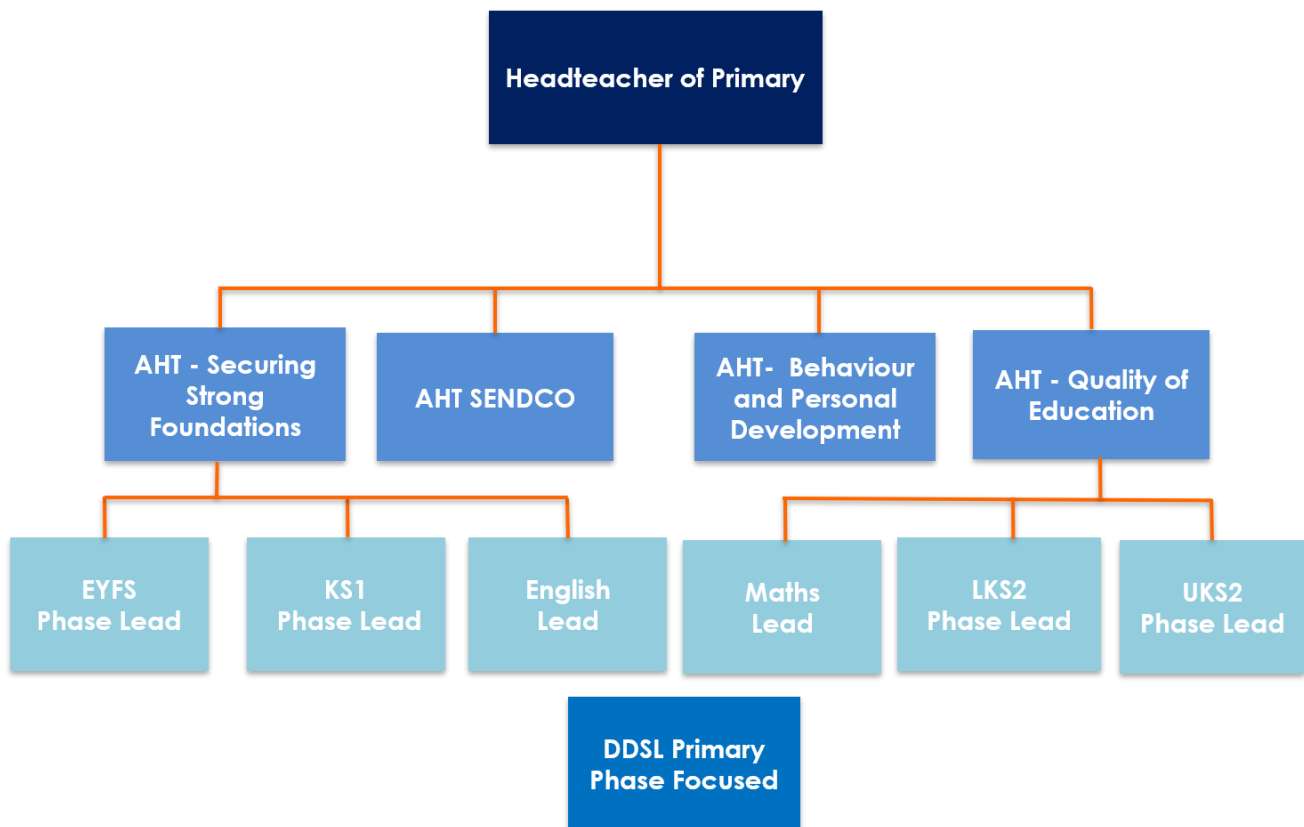
We are seeking an experienced and inspirational leader who is passionate about developing a positive school culture and securing exceptional outcomes for children. The successful candidate will demonstrate:

- A strong commitment to high expectations, inclusion and ensuring every child can succeed.
- Proven experience of leading improvements in behaviour, attendance, pastoral provision or personal development within a school setting.
- A secure understanding of effective behaviour systems and strategies that promote positive relationships, consistency and excellent conduct.
- Experience of using behaviour, attendance and pastoral data to identify priorities and drive improvement.
- The ability to lead change successfully and secure the commitment of staff, pupils and families.
- Strong interpersonal skills, enabling them to build effective relationships with pupils, families, colleagues and external agencies.
- A commitment to promoting pupil wellbeing, inclusion, belonging and personal growth.
- The confidence to support, challenge and develop colleagues to ensure consistently high standards across the school.

- Excellent organisational, communication and leadership skills, with the ability to manage multiple priorities effectively.
- A reflective, resilient and values-driven approach, with a relentless focus on improving outcomes for all children.

This role would particularly suit an ambitious leader who is motivated by the opportunity to shape school culture, lead meaningful improvement and play a central role in strengthening behaviour, attendance and personal development within a supportive and ambitious leadership team.

Bridgwater College Academy Primary Phase Leadership Structure



Why Join Us?

This is a rare opportunity to join the safeguarding leadership team of a large all-through academy at a pivotal stage of its improvement journey. Working alongside an experienced DSL and senior leaders, you will play a central role in ensuring every child is safe, supported and able to achieve.

We offer a unique opportunity to make a meaningful difference within a supportive and collaborative environment, where safeguarding is a recognised strength and sits at the heart of our work. As part of our team, you will benefit from:

- The opportunity to have a real and lasting impact on the lives of children and families, particularly the most vulnerable
- A culture grounded in strong moral purpose, teamwork and professional respect
- Access to high-quality professional development and Trust-wide support
- The chance to work within a school that is honest, reflective and committed to improvement
- Support from experienced leaders and a safeguarding team who are dedicated to doing the very best for pupils
- The opportunity to contribute to a whole-school transformation, shaping systems, practice and culture

We care about our staff and provide a number of benefits in addition to salary including a positive and supportive working environment, employer pension contribution of at least 23%, generous annual leave entitlement for all-year round staff, on-site gyms, free parking, access to a retail discounts platform and Employee Assistance Programme. Helping you achieve a good work life balance is important to us. Lots of our colleagues work flexibly including part time hours and/or job shares and we are happy to discuss these opportunities with you.

We truly believe that diversity of thought, culture, background and perspective secure the best outcomes for our students. We strive to build teams that represent our local communities and welcome applications from individuals who identify as members of an under-represented group and in particular individuals from ethnically diverse backgrounds, disabled or LGBT. We are committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

How to Apply

For more information and to apply, please visit
[Bridgwater College Academy Website](#) | [BTC Trust Website](#)

Informal discussions and visits to the school are warmly encouraged, please contact us to arrange.

Closing date: Thursday 24th September, 2026

Interview date: Friday 2nd October, 2026

Job Description

Core Purpose

The Assistant Headteacher for Behaviour and Personal Development will provide strategic leadership for behaviour, attendance, personal development, enrichment and school culture across the primary phase. The postholder will promote the highest standards of behaviour and conduct, ensuring that pupils learn within a safe, inclusive and aspirational environment where they are supported to achieve personal and academic success. Working closely with the Headteacher, Assistant Headteachers, Phase Leaders and safeguarding team, the postholder will lead the development of consistent behaviour systems, strong attendance, positive relationships and a rich personal development offer. They will champion inclusion, nurture and belonging whilst ensuring high expectations are maintained for all pupils.

Main Responsibilities

The responsibilities of this role could vary as a result of new legislation, changes in technology or policy changes. This job description is not an exhaustive list of tasks of the role.

Leadership and Strategic Development:

- Support the Headteacher and Senior Leadership Team in developing and implementing the strategic vision for behaviour, attendance and personal development.
- Lead on Academy self-evaluation and improvement planning relating to behaviour and attitudes and personal development.
- Monitor, evaluate and report on behaviour, attendance and personal development outcomes, identifying priorities for improvement.
- Ensure that the Academy's values are reflected consistently in practice across all aspects of school life.
- Contribute to wider Academy leadership and school improvement activities as a member of the Senior Leadership Team.
- Promote a culture of high expectations, inclusion and ambition for all pupils.

Behaviour and Personal Development Leadership:

- Lead the implementation, monitoring and review of the Academy's behaviour policy across the primary phase.
- Ensure staff are trained and supported to implement behaviour systems consistently.
- Develop and maintain a positive school culture built upon strong relationships, restorative practice and high expectations.
- Monitor behaviour data and coordinate appropriate interventions for pupils requiring additional support.
- Lead and coordinate return-from-suspension meetings and reintegration programmes.
- Oversee pupil leadership opportunities, ensuring meaningful opportunities for pupils to contribute to Academy life.
- Lead the development of personal development provision, including SMSC, British Values, character education and wider personal development opportunities.
- Coordinate enrichment opportunities, educational visits, clubs and wider curriculum experiences.

- Ensure that all pupils benefit from a broad and ambitious programme of personal development.

Attendance Management:

- Lead on attendance strategy across the primary phase.
- Monitor attendance and persistent absence data, identifying trends and vulnerable groups.
- Hold regular attendance review meetings with relevant staff.
- Organise and lead meetings with parents and carers where attendance is causing concern.
- Work collaboratively with the Attendance Team, local authority and external agencies to improve attendance outcomes.
- Develop and evaluate attendance interventions to secure sustained improvements.

Inclusion and Pastoral Leadership:

- Promote a nurturing and inclusive culture where all pupils feel safe, valued and supported.
- Work closely with the SENDCo, DDSL and pastoral staff to identify and address barriers to learning.
- Coordinate appropriate support for vulnerable pupils and families.
- Ensure effective systems are in place to support pupils' emotional wellbeing and personal development.
- Work with external agencies to secure appropriate support and intervention where required.

Staff Leadership and Development

- Line manage designated staff and middle leaders as directed by the Headteacher.
- Provide coaching, training and professional development relating to behaviour, attendance and personal development.
- Support leaders in developing consistent behaviour systems and inclusive classroom practice.
- Contribute to appraisal, professional growth and talent development processes.
- Support the induction and development of new staff in relation to behaviour expectations and Academy culture.

Safeguarding:

- Ensure safeguarding systems support positive behaviour, attendance and pupil wellbeing.
- Work as part of the safeguarding team to ensure that safeguarding responsibilities are fully met.
- Maintain effective partnerships with children's services, external agencies and families.
- Ensure vulnerable pupils receive timely and effective support.

Parental Engagement:

- Develop and maintain positive relationships with parents and carers.
- Work collaboratively with families to improve behaviour, attendance and pupil outcomes.
- Support effective communication regarding behaviour, attendance and personal development matters.
- Promote parental engagement in Academy life and enrichment opportunities.

Other Responsibilities:

- Support effective transition arrangements between key stages.
- Represent the Academy positively within the wider community.
- Undertake any duties commensurate with the grade and responsibilities of the post as directed by the Headteacher.
- Contribute fully to the strategic and operational leadership of the Academy as a member of the Senior Leadership Team

Other Duties

- Attend mandatory training courses, e.g., Child Protection, Equal Opportunities and Health and Safety related courses
- Promote and celebrate an approach of equality, diversity and inclusion for all colleagues, students and external stakeholders.
- Responsible for the health and safety of themselves and others
- Responsible for the safeguarding of and promotion of wellbeing for both children and colleagues
- Be a team player and contribute towards the vision, culture and ethos of the Trust
- From time to time, you may be required to carry out other duties commensurate with the role.

Person Specification

Area to be assessed	Essential criteria	Desirable criteria
Safeguarding	Must be able to demonstrate a commitment to the safeguarding and well-being of children and young people.	
Qualifications/ Experience	Qualified Teacher Status (QTS). Evidence of continuous professional development relevant to leadership and management. Demonstrable success in leading behaviour improvement strategies and establishing a positive school culture. Experience of leading attendance improvement initiatives resulting in measurable impact. Experience of leading personal development, enrichment or pupil leadership programmes. Experience of working effectively with vulnerable pupils, families and external agencies. Experience of contributing to whole-school improvement through senior leadership.	Higher-level qualifications in education (e.g., NPQSL, NPQH) Proven experience in senior leadership within a primary school setting. Experience leading and managing staff effectively, including line management and performance reviews.
Knowledge/Skills	Strong understanding of current Ofsted expectations relating to Behaviour and Attitudes and Personal Development. Expertise in relational and restorative approaches to behaviour. Knowledge of attendance legislation and best practice. Ability to analyse behaviour, attendance and pastoral data	Experience of acting as a DSL or Deputy DSL.

	and use findings to drive improvement. Strong understanding of personal development, inclusion and pupil wellbeing. Strong understanding of safeguarding policies and procedures. Excellent organisational and time management skills, with the ability to manage competing priorities. Outstanding interpersonal skills to build effective relationships with staff, parents, students, and external agencies. Skilled in communication, including the ability to manage sensitive situations with professionalism.	
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Safeguarding Statement

Bridgwater & Taunton College Trust is dedicated to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share its commitment. Our mission is that all children achieve. This post is exempt from Rehabilitation of Offenders Act (1974). A comprehensive screening process will be undertaken on all applicants, which will include a check with the Disclosure and Barring Service (DBS).

Contact Details

Bridgwater College Academy, Parkway, Bridgwater, TA6 4QY
 01278 727327 | [Bridgwater College Academy Email](#) | [BTC Trust Recruitment Email](#)
[Bridgwater College Academy Website](#) | [BTC Trust Website](#)