



JOB DESCRIPTION

POST: Vice Principal (SEND Strategic Lead)

RESPONSIBLE TO: Principal

SALARY: L16 - L20

LOCATION: Oasis Academy Lord's Hill, Romsey Road, Southampton SO16 8FA

KEY RELATIONSHIPS:

Academy Leadership Team; relevant teaching and support staff; students; partner professionals; parents; local community; other Oasis Academies and Oasis Community Learning central staff.

DISCLOSURE LEVEL: Enhanced

JOB PURPOSE:

All leaders in the Academy share in devising strategies for raising standards and fulfilling the Academy vision of 'Excellence by all, for all'.

The Vice Principal (SEND) will provide strategic leadership, in consultation with the Principal, staff and parents which brings about a world-class standard of education.

The post holder will work in close collaboration with the Principal, and deputise for the Principal in his absence as required. The postholder will play a key strategic role in the development and practices within the SEND provision.

Core responsibilities of this post relate to setting the direction and implementing strategy for the area of SEND. The post-holder will lead and manage staff and will ensure efficient and effective deployment of staff and resources in consultation with the Principal.

The post holder shall have the professional duties of a Vice Principal teacher in accordance with the current DfE's School Teachers' Pay and Conditions document.

KEY RESPONSIBILITIES:

Full responsibilities are broken down by category, however key responsibilities include:

1. To assist and work closely with the Principal, together with other members of the Academy Leadership Team, in providing leadership and contribute to the development of strategies, policies and practices in managing the Academy.
2. To provide strategic leadership for specified school priorities relating to SEND.
3. To monitor and support academic progress of students at the Academy.
4. To actively support the vision, ethos and policies of the Academy.
5. To promote and safeguard the welfare of children.

Vice Principal
October 2021



A. LEADERSHIP AND MANAGEMENT:

- Be a strategic and supportive member of the Leadership Team of the Academy, playing a key role in the development of the Academy as it becomes an innovative, high performing, and emotionally intelligent organisation for the 21st century.
- Effectively manage an agenda of significant change to raise standards in all areas of Academy life.
- Play a key role in creating an environment within the Academy where students and staff develop and maintain positive attitudes towards each other, the environment and community.
- Contribute to the development and review of the Academy SEF and Academy Development Plan.
- Effectively line manage designated middle leaders and support staff.
- Lead the implementation of a monitoring, evaluation and review cycle in the post-holder's area of responsibility.
- Take an active role as a team leader within the Academy's performance management policy in addition to promoting and providing induction and Continuous Professional Development opportunities, to ensure the professional effectiveness of teaching and support staff colleagues.
- Maintain clear expectations, high standards of professionalism and collaboration to meet the Academy's strategic priorities.
- Assist in the appointment of staff and their deployment to make most effective use of their skills, expertise and experience to raise standards of achievement across the Academy.
- Ensure that all staff have a clear understanding of their roles and responsibilities.
- Use appropriate resources, in consultation with the Principal, for effective, efficient and safe teaching and learning across the Academy; accommodation, agreed budgets, staff, time, courses, development opportunities and ICT resources.
- Liaise effectively with all stakeholders including parents, Academy Council, feeder schools, partner secondary schools, business and community partners and the wider community, as appropriate to designated strategic responsibilities.
- Network with other Academies, innovative and high achieving schools through the Oasis Community Learning and other relevant networks; make and host regular visits in order to learn more about the ways that other institutions are effecting change and transformation.
- Ensure the Academy is compliant with national, local and Academy statutory, legal; and policy requirements.

SPECIFIC RESPONSIBILITIES:

B. SEND

- Identify students who may be disadvantaged or have additional needs or barriers to learning
- Meet the needs of those students drawing, where necessary, on more specialist support and help those students to engage positively with the curriculum
- Ensure students have a positive experience of learning and achieve positive outcomes
- Evaluate the impact the quality of education has on the most disadvantaged students and those with SEND and ensure that these students achieve the best possible outcomes
- Champion the enrichment opportunities and wider curriculum provided by the academy to ensure the most disadvantaged and SEND pupils consistently benefit from this work.
- Present a range of data to a range of stakeholders that accurately reports the attainment and progress of key groups of students.
- Ensure effectively planned intervention secures improvement in students' attainment and progress.
- Ensure provision from external partners provides value for money and meets the needs of students.
- Secure effective communication with parents and external partners, including the use and development of e-communication and the Academy website.
- Ensure that parents are actively involved in their child's education and opportunities are provided for them to contribute to the Academy.
- Ensure a safe working and learning environment through application of appropriate risk assessments and adherence to current Health & Safety regulations.
- Monitor the quality of teaching and students' learning through the analysis of performance data, observation of teaching, work scrutiny and student interviews in collaboration with the Academy Leadership Team.
- Develop and maintain Academy policies and practices which promote high achievement and inclusion through effective teaching and learning across the Academy
- Seek opportunities to collaborate with other Academies, innovative and high achieving schools through the Oasis Community Learning and other relevant networks to share and develop excellent pedagogies.
- Implement strategies that ensure high standards of behaviour.
- Promote extra-curricular activities and out of hours learning which enhance learning opportunities.
- Have a teaching commitment within the Academy.



C. PROFESSIONAL DEVELOPMENT:

- Keep up to date with current research in school improvement.
- Lead professional development activities, as appropriate, to update and develop the skills of colleagues.
- Provide regular coaching and mentoring for teachers and leaders.
- Participate in performance management in accordance with Academy policy.

D. SAFEGUARDING CHILDREN:

- Oasis Community Learning is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks and safeguarding training.

Senior members of staff are required to undertake Safer Recruitment in Education training.

The person undertaking this role is expected to work within the policies, ethos and aims of the Academy and to carry out such other duties as may reasonably be assigned by the Regional Academies Director. The post holder will be expected to have an agreed flexible working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, contractors and community members.

All staff take an active role in the Academy's care and guidance of students.

The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.



PERSON SPECIFICATION:

Vice Principal (SEND Strategic Lead)

Our Purpose

Oasis Academies exists to provide a rich and balanced educational environment which caters for the whole person - academically, vocationally, socially, morally, spiritually, physically, emotionally and environmentally. Our task is to serve our students as well as to provide a learning hub for the entire community. In this way we will raise aspirations, unlock potential and work to achieve excellence through encouraging a 'can do' culture which nurtures confident and competent people.

Oasis Ethos

Our ethos is an expression of our character - it is a statement of who we are and therefore the lens through which we assess all we do. Our work is motivated and inspired by the life, message and example of Christ, which shapes and guides every aspect of each of our schools. This is foundational to our belief that all people are created and loved by God as equal and unique beings, and to our commitment to model inclusion and compassion throughout all the aspects of the life and culture of each Academy community.

For further information, please refer to the Education Charter document which accompanies this job description.

	Essential	Desirable
Qualifications	<ul style="list-style-type: none">• Qualified to degree level• PGCE (or equivalent) – Qualified to Teach in the UK• Qualified SENDCo with significant experience in this role.• Evidence of recent, relevant professional development at senior leadership level.	<ul style="list-style-type: none">• Qualified to Masters degree level
Experience, Skills & Knowledge	<ul style="list-style-type: none">• Excellent teaching experience in secondary setting• Leadership experience in a mixed, comprehensive school or academy• Proven record of success in raising student achievement• Evidence of success at a senior or middle leadership level in developing whole	<ul style="list-style-type: none">• Experience in more than one comprehensive school or academy.• Proven use of MIS and data tracking systems to improve outcomes

	<ul style="list-style-type: none"> • academy/school strategy and vision • Experience and understanding of the academy/school planning, monitoring, review and evaluation process • Knowledge and understanding of recent educational initiatives and the legislative framework • Understanding of what is required to secure effective teaching and learning to improve student performance in an inclusive environment • Ability to use assessment data effectively to set targets and raise achievement • Ability to provide appropriate challenge and support for students • Knowledge of behaviour management strategies and an ability to maintain good discipline • Understanding of the practical application of Equal Opportunities in an Academy context • Knowledge of safeguarding and promoting the welfare of children and young people • CP/safeguarding training and experience 	
Personal Qualities	<ul style="list-style-type: none"> • Passionately committed to safeguarding and the welfare and wellbeing of children and young people • To work hard and remain fully committed, even when under pressure, always acting with consideration for yourself and others 	

	<ul style="list-style-type: none"> • Forgiving and committed to healthy inclusive relationships (strong interpersonal & diplomatic skills) and an ability to work as part of a team • To be hopeful, honest and always act with integrity, taking a rigorous approach to improving standards in order to ensure transformation of pupils lives and their wider communities • Act with humility and as a team player by serving others both in the Academy and the Oasis family • Have a willingness to demonstrate commitment to the values and behaviours which flow from the Oasis ethos. • Ability to motivate students and staff • Good communication skills • Ability to reflect, use and act on own initiative • Ability to form and maintain appropriate relationships and personal boundaries with children • Emotional resilience in working in a range challenging situations 	
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