



Bligh House

At Cobham Hall

Support Manager Candidate Information Pack



ABOUT THIS ROLE

Bligh House is a unique and highly specialist provision for students aged 11–16 with a diagnosis of Autism Spectrum Condition (ASC) and a primary barrier to learning of Anxiety. Students at Bligh House have had significant challenges in previous stages of their education lives; as a team we are dedicated to reduce and maintain reduction of any barriers to engagement and help the young people to thrive. Bligh House is small and nurturing setting, our cohort typically work at within 2 years of age related expectations. Bligh House is situated within the grounds of Cobham Hall School

As Support Manager, you will:

- Play an active role in pro-actively managing student behaviour day-to-day
- Communicate effectively with staff, pupils, families, and external agencies
- Provide care, guidance, and encouragement in a safe, nurturing environment

What we're looking for:

- Strong interpersonal and de-escalation skills
- Ability to manage behaviours associated with high anxiety, demonstrating resilience and positivity
- Commitment to professional development and whole-school life
- A caring, empathetic approach and enthusiasm for supporting young people

Why join us?

- Be part of a dedicated, professional team that goes above and beyond
- Help students feel safe, valued, and ready to succeed
- Contribute to a welcoming environment where every day makes a difference

Closing date for applications: 9.00am on Monday 1 June with interviews taking place on Thursday 4 June 2026.

The School reserves the right to interview candidates ahead of the closing date and applications will be considered as they are received.

Key facts about the role:

| | | |
|-------------------|--------------------------------|------------------------------|
| Section | Job Title | Working Pattern |
| SUPPORT | SUPPORT MANAGER | 37 HOURS PER WEEK |
| Reports to | Working Weeks per annum | Salary |
| BLIGH HOUSE LEAD | 39 | £26,770 to £28,739 per annum |

THE SCHOOL

A Collaboration Between Mill Hill Education Group & Chiltern Way Academy Trust.

A new SEND Centre located within the Cobham Hall School site in Kent. This centre of excellence is the result of a unique collaboration between the Mill Hill Education Group, one of the UK's fastest-growing charitable independent school groups, and Chiltern Way Academy Trust, an outstanding specialist Multi Academy Trust.

Cobham Hall

Cobham Hall is housed in a beautiful Grade 1 listed Tudor mansion built in 1584, and was at one stage, home to the Ashes of cricketing folklore. The School is otherwise set in 150 acres of tranquil 18th Century park landscape in the pretty village of Cobham in Kent.

The School is within half an hour of central London via the High Speed train service from Ebbsfleet International to London St Pancras and within an hour of the Channel ports of Dover and Folkestone by car.

Cobham Hall was founded in 1962 and is a co-educational Boarding and Day school for girls and boys aged 11 to 18. It is a member of the Round Square network of schools and indeed when it became a member back in 1971 was, at the time, the first all-girls' school to join the network.

In March 2021, Cobham Hall joined the Mill Hill Education Group opening up new opportunities for investment and collaboration. Now in transition to a day and boarding school for girls and boys aged 11 to 18, Cobham Hall will become fully co-educational throughout from September 2025.

A part of the Mill Hill Education Group

A charitable collection of independent schools. Our aim of instilling values and inspiring minds has been a key focus since the founding of Mill Hill School in 1807. All schools share an educational philosophy around developing thoughtful and responsible pupils with a global outlook. School life combines academic rigour with a breadth of opportunities to develop young people able to flourish in an ever-changing world.



JOB DESCRIPTION

PURPOSE OF JOB

The post holder will play an active role supporting students in Bligh House. Bligh House supports students ages 11-16, with Social, Emotional and Mental Health needs of which anxiety is a prominent barrier to engagement, this is typically inline with an ASC diagnosis. The students at Bligh House typically have a history of emotional based school avoidance (EBSA). Some of the students at Bligh House have other high incidence needs such as Dyslexia or Dyscalculia, they are typically working within 2 years of age related expectations across the curriculum.

MAIN DUTIES AND RESPONSIBILITIES

Communication/Relationship Skills

- To promote all methods of communication effectively
- The post holder will have the skills to communicate complex information to staff, pupils and family members / carers regarding personal, psycho-social problems in an empathic and supportive way. This will involve using inter-personal and de-escalation skills in situations which can be highly emotional / emotive, sometimes antagonistic and require a satisfactory outcome, e.g. highly agitated pupil
- To provide care, support, guidance encouragement to the students in our care
- To sponsor and care for all youngsters: offering them fairness, boundaries, compassion and being a positive role model
- To do so in a safe and cared for environment
- To work successfully alongside parents, stakeholders and outside agencies in fulfilling responsibilities
- To interact appropriately, sensitively and effectively with all members of the school community and its stakeholders
- To adopt and implement the values and principles of the school policy on Physical Restraint alongside the school's stated policies on safety, care and control and behaviour management
- To be proactive in maintaining the school environment: taking appropriate action where necessary

Personal, Professional Development

- High standards of personal presentation, punctuality and courtesy
- Maintaining a comfortable, orderly and stimulating environment
- Placing a high value on the students
- Having the highest expectations of students
- Setting meaningful goals for themselves, classes and individual students
- Seeking and exploiting opportunities for success and relationshipbuilding
- A desire to improve, develop and progress as a practitioner
- A determination to succeed and thrive in the face of at times deeply unsettling, challenging and even upsetting behaviour
- A willingness to give freely of time and commit wholly and fully to the post
- A willingness to commit fully to the whole of school life
- A recognition of the precious opportunities for relationship building that can then enhance learning in the classroom
- The necessary resilience and determination to manage challenging behaviour bringing enthusiasm, fun and warmth to the activities offered to the youngsters
- Rigorously observing and maintaining the routines and conventions of school life (mealtimes, dispersals etc)
- Seeking out new activities, visits and trips that will engage and interest thepupils
- Being there at significant moments both in the life of the school and individual pupils
- Seeing disciplinary issues through regardless of time or inconvenience and therefore demonstrating commitment and care to the student
- Caring about the quality and value of your contribution, being willing to seek support/ advice

Analysis & Problem Solving

An ability to deal with difficult situations, using complex problem solving skills to interpret, analyse and resolve /diffuse the situation to a satisfactory outcome

PERSON SPECIFICATION

PERSONAL ATTRIBUTES

- Ability to be a positive part of a successful team.
- A calm but positive attitude to all aspects of school life.
- A caring and sensitive attitude towards pupils.
- Ability to foster a feeling of mutual respect in both pupils and adults.
- Ability to engender a feeling of control and security within the classroom.
- A commitment to the whole of school life.
- Vigour, enthusiasm and warmth

| Factors | Essential | Desirable | Assessment Method |
|-----------------------------|---|---|-------------------|
| Qualifications | NVQ 3/4 or equivalent | Behaviour Management training | |
| Experience | Working with complex behaviours SEMH experience Other (family liaison, etc.) | Class room experience | |
| Knowledge and Skills | Communication skills Organisational skills Behavioural knowledge Behavioural implementation | Analytical skills De-escalation techniques Negotiation/Influencing skills | |
| Personal Qualities | Creativity Awareness Team work Personal effectiveness | | |
| Other | Discretionary effort to the role MHEG is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. | | |

HOW TO APPLY

1

If you would like to apply for this role, please complete an application using the Apply button below.

APPLY

2

Our Guidance Notes for Applicants can also be found on the portal. Please complete the application by **9.00am on Monday 1 June with interviews taking place on Thursday 4 June 2026.**

Please note that we are unable to accept applications unless they are made on our own application form. Due to the large number of applications the School receives, please be aware that only shortlisted candidates will be contacted to be invited for an interview.

The Mill Hill Education Group reserves the right to interview candidates ahead of the closing date and applications will be considered as they are received.

The Mill Hill Education Group is committed to safeguarding the welfare of children. As part of our Recruitment Checks, the appointed candidate will be subject to a Social Media and Enhanced DBS Check.

The Education Group apply for an Enhanced Disclosure from the Disclosure and Barring Service (DBS) for all positions at the schools which amount to regulated activity. The role you are applying for meets the legal definition of regulated activity with children.

If you are successful in your application you will be required to complete a DBS Disclosure Application Form. Employment with the schools is conditional upon the schools being satisfied with the result of the Enhanced DBS Disclosure. Any criminal records information that is disclosed to the schools will be handled in accordance with any guidance and/or code of practice published by the DBS. It is an offence for person barred from working with children to apply for this post.

The Mill Hill Education Group is committed to Equal Opportunities and welcomes applications from all sections of the community.

Successful applicants will also be expected to keep up to date with annual safeguarding training, DfE guidance and School specific safeguarding information.



Bligh House

At Cobham Hall

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Part of Mill Hill Education Group