**JOB DESCRIPTION**

**Job Title: Principal**

**Reporting to: Managing Director of Education**

**Location: Craig y Parc School**

At Ambito Education (part of Salutem Healthcare Ltd), we believe everyone should have the opportunity to live a healthy, active and fulfilling life, regardless of their background or disability. The aim of our services is to provide a safe and stimulating environment for adults and young people. Craig Y Parc was established in 1955 to provide specialist education for students aged 3–19 with complex support needs, including physical and sensory impairments, and severe or profound and multiple learning difficulties and were rated as ‘Good with Outstanding features’ in the last Estyn report – their highest rating. Craig y Parc is a Centre of Excellence for Mobility Opportunities Via Education (MOVE) and have underpinned our practice around the principles of Conductive Education, achieving a strong reputation for helping our students to realise their educational and personal potential.

**Job scope:**

* To provide outstanding leadership to ensure the effective operation of all aspects of Ambito’s Services at Craig y Parc School and Ty Cwtch Children’s Service.
* To lead and develop high quality services underpinned by the principles and practice of Conductive Education in partnership with families and key stakeholders.
* To ensure outstanding outcomes for our students that are a reflection of their needs, abilities and aptitudes.
* To maintain a safe environment that protects the welfare of students and staff in the school.
* To ensure all statutory requirements as defined by the DfES (Wales), Estyn and other external bodies and achieving the highest inspection ratings possible.
* To support and develop a motivated staff group that is fully engaged in the goal of achieving excellence in all areas of school life and who are committed to continuing personal and professional development.
* To ensure the commercial success of the school as defined by optimal occupancy, the rigorous management of costs and the development and implementation of growth plans as appropriate.
* To lead effective strategic and operational planning, that includes self-evaluation, school improvement and delivery.
* To work seamlessly across department or team boundaries in a collaborative and constructive manner to achieve the Group aims.

**Role Specific**

* Providing dynamic leadership to the staff at Craig Y Parc School and taking overall responsibility for the planning, budgeting, site and resources.
* To work positively with the Governing Body to enable them to discharge their responsibilities effectively.
* To work positively with parents, carers and any other key stakeholders to create strong relationships.
* To provide leadership, management and development of the multi-disciplinary team, to deliver a responsive, high quality, outcome focused service to children, young people, and users of the service, their families and partner agencies.
* To support and develop practice in order to ensure the unique offer of Craig Y Parc continues to be the first choice for parents and young people.
* To ensure that students’ educational, physical, social and emotional needs are met in accordance with their individual plans.
* To ensure the provision takes full account of the requirement of the regulators and the commissioners.
* To support the active marketing of Craig Y Parc School and any associated services
* To support the strategic development of the range of Craig Y Parc services.
* To devise and agree the school development plan and associated annual plans, based on the projected needs, financial forecasts and overall Group strategy, including development of new services.

This job description should not be seen as all encompassing, and the post holder will be expected to undertake any other responsibilities appropriate to the post as identified by the company.

**Person Specification**

**Our Core Values**

* We are **Supportive** by promoting opportunities for everyone so they can reach their full potential
* We are very **Ambitious** to provide the best possible outcomes for the people who use our services
* We are **Loyal** because we put the people that we support and our staff at the centre of everything we do and we deliver on our promises. We also are committed to ensuring that our services are meeting the needs of all stakeholders
* We are **Unique** because we are ambitious and innovative about the diversity of the services that we provide without compromising quality
* We are **Transparent** by being open, honest and fostering a culture of mutual respect. We promote a culture where we learn by our experiences and we are committed to doing things better and setting the highest standards in what we do
* We are **Engaging** because we work in partnership with the people that we support, our staff and all our stakeholders
* We encourage everyone to experience a **Meaningful** life by being aspirational and by offering opportunities

**Knowledge, Skills and Experience**

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| --- | --- | --- | --- |
| **Area** | **Essential** | **Desirable** | **Evidence** |
| Professional Qualifications | * Degree level qualification
* Commitment to CPD
 | * Higher degree qualification, postgraduate course, recognised special education qualification
* Completion of NPQH
 | Application FormInterviewCertificates |
| Knowledge | * Knowledge of quality in education provision within a special school and strategies for raising achievement of all.
* Knowledge of the statutory framework for SEND, The Code of Practice, and related regulations.
* Knowledge of safeguarding requirements.
 |  | Application FormInterview |
| Skills | * Demonstrates excellent written and verbal communication and delegation skills.
* Ability to be flexible, respond positively to change, and work effectively under pressure and deal with conflicting priorities
* Experience of financial/budget management.
* Competent in the use of IT.
 |  | Application FormInterview |
| Experience | * Has a proven track record of leadership and driving culture change.
* Experience of special educational needs.
* Proven senior management experience.
* A commitment to sustaining the development of Conductive Education at the school
* Proven experience of effective service delivery, achieving excellence through continuous improvement
 | * Experience of SLD/PMLD
 | ApplicationInterviewReferences |
| Personal Qualities | * Demonstrates diplomacy, sensitivity and empathy with the issues of disability and independence
* Takes a leadership perspective; demonstrates an open outlook and willingness to work across boundaries; shows confidence in own judgement and abilities with the maturity to delegate effectively
* Demonstrates a high level of emotional intelligence and the ability to inspire and persuade
* Shows curiosity and a relentless drive towards providing customer excellence
* Demonstrate a facilitative leadership style able to broker internal and external relationships to ensure effective business solutions and resolve conflict were necessary
* Ability to delegate efficiently and effectively
* Demonstrates a commitment to on-going personal development
 |  | Interview |
| Other  | Occasional business trips which may require overnight stays. Location of role: School based |  | ApplicationInterview |