



Reset Room Manager

(Non-teaching Internal Exclusion provision lead)

Scale PO1, Pts 28-31 (£33,455 –£35,624 actual/pro rata)

Full time (Jan 2023 – January 2024) | Full Time | 35 hours per week |

St Paul's Way School Sixth Form (SPW6), supported by Queen Mary University of London is seeking to appoint an exceptionally well-qualified and talented Reset Room Manager to work with the head of year and the head of sixth form.

The main purpose of this role is:

- To manage all aspects of the Reset Room (Internal Exclusion) provision including coordinating curriculum offer, timetable, behaviour routines, management of Reset Room Assistant.
- To design, implement and evaluate the mentoring provision at SPW.
- To design, implement and evaluate the timetable for the Reset Room provision and Faculty Parked Room
- To ensure curriculum provision is robust and aligned with faculty provision to minimise lost learning for students.
- To lead on accurate tracking and analysing of data in order to implement medium and long-term strategic development and reduce repeat referrals.
- To ensure suitable adaptations to meet the needs of key student groups across all rooms e.g. EHCP and other vulnerable groups
- To design, deliver and evaluate SPW Assertive Mentoring program for Individual and groups of students

At SPW6 we believe in fostering a clear and explicit student culture that is articulated through our character framework and is underpinned by the values of SPW:

- Integrity
- Aspiration
- Community

We have exceptional standards for all the students in our care as we believe every child has the right to a transformational education. We ensure these standards through:

- A standard of 100% for students achieved through staff modelling
- structured transition for sixth form and silent line up for secondary school students
- Non-negotiable routines across all lessons for example Meet and Greet routines.
- Centralised models of positive recognition and stepped consequences
- Centralised recognition of learners used to nudge norms, including props [*Teach Like a Champion: Technique 35 - Doug Lemov*]
- Rigorous attendance tracking and support for all students
- A comprehensive data model used to inform our pastoral strategy for intervention and support

As a result, we can offer

- A calm environment to work in
- Students enthusiastic about learning
- Classrooms free of low-level disruption
- Reduced workload through our centralised approach

If you would like to play your part in delivering outstanding provision for our students, whilst receiving the very best support to develop your career, then we would very much like to hear from you.

To apply please click the below:

<https://ats-stpaulsway.jobsgopublic.com>

Application closing date:

Monday 16TH Jan 2023 9:30am

Interview date:

TBC

St Paul's Way School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Successful candidates will be required to undergo an enhanced DBS Check.

[UST Safeguarding and child protection policy](#)

St Paul's Way Trust School is part of the

UST

