




because there's more than one way to be educated

Head Teacher Recruitment Pack



"You have changed my daughter's life. For the first time, we have some hope. ...she now has a place where she can thrive within a safe, nurturing environment. Thank you"

"...a place of **healing** where every student is respected, recognised and accepted, so they have an equal opportunity to become who they deserve to be."



About Gateways

Gateways is an alternative education provision that exists to support the countless young people today, between the ages of 14-25, who are or have struggled to remain in mainstream education. Gateways students are referred to us as school refusers, struggle with severe anxiety, debilitating depression, eating disorders, trauma's of all kinds and often as a result of serious medical issues.

Over the past 2 years during and post COVID, there has been a 56% rise in enquiries to Gateways, as the number of students suffering are unable to access the mainstream education system.

We believe that every young person should have the same opportunity to progress and thrive, regardless of the challenges they face. Gateways delivers a broad curriculum, academic and vocational, that caters for the interests, abilities and specific needs of the each young person that attends. We aim to prepare them for a life beyond education.



**Nearly half of
YOUNG PEOPLE
with mental or
health problems
withdraw from
full-time
education by the
age of 15**

What has been achieved

The Gateways programme launched in 2014 and is the only provision of its kind in the UK Jewish community, enhancing the lives of over 600 vulnerable, young people to date.

- Placing over 100 students into work and apprenticeships through career support sessions
- Achieving 98% pass mark for students sitting GCSE functional skills and BTEC qualifications
- Providing emotional and wellbeing support for all our students and families
- Launching successful social enterprise projects in cooking, hair and beauty
- Collaborating with over 20 referring organisations in the community and all Jewish secondary schools

Gateways in 2021/22

Qualifications

- GCSE English and Maths - 100% grades 9-4
- Functional Skills English and Maths - 98% pass
- BTEC Tech Award in Business Enterprise - 100% distinction*-pass
- BTEC Hair and Beauty - 100% Pass
- BTEC Personal Training - 100% Pass
- BTEC Home Cooking Skills - 100% Pass

Number of students accessing support services

Hardship fund - 50
Mentoring - 25
Career coaching - 45
Money management - 14
Work readiness - 2

Student destinations include

Sixth form college - 15
Apprenticeships schemes - 8
University - 7
Employment - 23

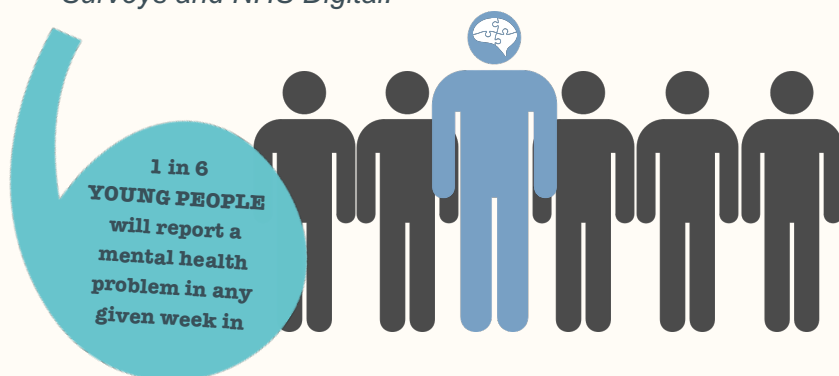
Evidence of need

Mental health issues affect 1 in 6 children aged 5-16 year (*NHS digital, 2021*)

There is an unprecedented crisis in young people's mental health in the UK. Isolation, disruption to education and reduced access to support have had an immense impact on children's mental health (*Young Minds, 2022*)

A survey published in February 2022 by *Place2Be* and *the National Association of Head Teachers* finds that mental health problems among pupils had increased since the start of the academic year, including low self-esteem (86%), depression (76%) and constant feelings of anger (68%).

An estimated 13,000 Jewish young people in London are living with a mental health concern. This is calculated by applying the national prevalence figure for children and young people's mental health to Jewish demographic information. This figure is illustrative, and the true prevalence may be higher due to the undercounting of Jewish people in Britain and evidence that suggests mental health may be worse among some Jewish communities compared with the national population. *Data from Annual Population Surveys and NHS Digital.*



Gateways has experienced an increase in demand for services from 20 students in 2014, to over 90 students in 2023, with a current waiting list of nearly 40 students. This is a 350% increase since 2014.

The future of Gateways

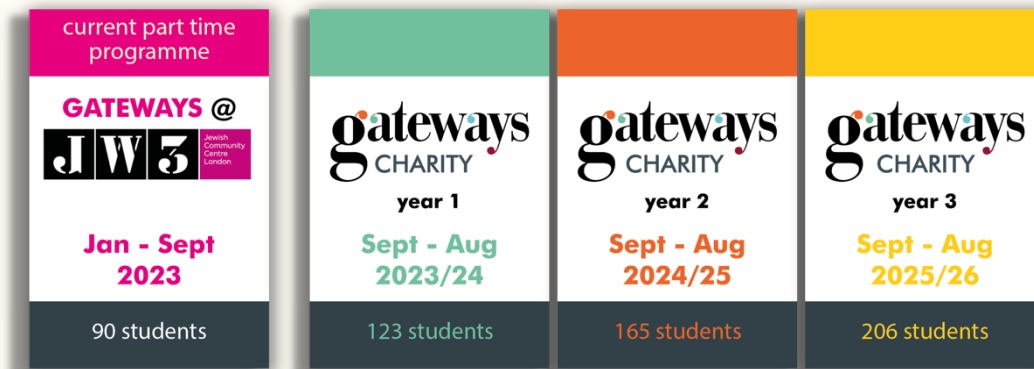
To meet the rapidly increasing demand for our provision and our reputation for delivering exceptional outcomes, Gateways has registered as an independent charity and will begin operating with a new strategy and a growing team from September 2023. This includes transitioning out of JW3's Jewish Community Centre and into our own premises.

The aim is for the Gateways charity to encompass two separate pathways to effectively meet the needs of our students. The current part-time provision will continue, serving students aged 14-25 years, alongside the new full-time, Ofsted-regulated provision for 14-16 year-olds. Gateways will also deliver a broader curriculum that caters for the interests, abilities and specific needs of the students and will prepare them for life beyond education.

Gateways will offer all students 'hope, determination and achievement' through high-quality teaching and learning within a flexible, responsive, and bespoke environment and will be a stepping stone which will provide students with opportunities to reinvent themselves and develop the confidence to be successful in their future.

We recognise that a truly successful provision cannot focus simply on good grades; real success is happy students who are well-equipped to cope in life and who are supported to reach their goals. The Gateways charity is based around a foundation of mental well-being and education, focusing on each student being a valued part of the Gateways community.

Current & projected student intake



The curriculum

Gateways will continue to provide an engaging and aspirational curriculum which will equip students with the skills, knowledge and experience they will need to progress to the next stage of their education or employment. Gateways delivers to all levels of learning from Entry Level, Functional Skills, BTECs to GCSE and A Levels. All courses are carefully directed to the student's level and are centred on their interests to maximise engagement.

In addition to core academic subjects of Maths, English and Science, students have an opportunity to choose from a range of vocational subjects, providing them with a practical introduction to a specific employment sector. All vocational courses are taught by industry professionals. Current vocational courses include business, cooking, hair and beauty, photography and personal training.

As we expand our offer, we continue to respond to the needs of our students by introducing new subjects such as gaming design, coding and media.

Pastoral support

Pastoral support is integral to the Gateways programme. We believe that young people can achieve their potential, given the right opportunities and full emotional support. For most of our students, it is the reason they thrive at Gateways.

- Counselling
- Mentoring
- Career coaching
- Advocacy
- Wellbeing support
- Access to hardship fund
- Life skills sessions

Gateways will continue to measure its success through the following outcomes

- Student attendance
- Level of engagement
- Percentage pass rate
- Percentage of students progressing onto higher education
- Percentage of students moving into employment

The Gateways pathways to employment programme:

Many vulnerable, young people struggle to transition into employment post-education due to the many challenges they face. Through the introduction of the Gateways Pathways to Employment Programme, we are committed to supporting every young person to be aspirational and to secure employment.

A message from Laurence Field - Founder & future CEO

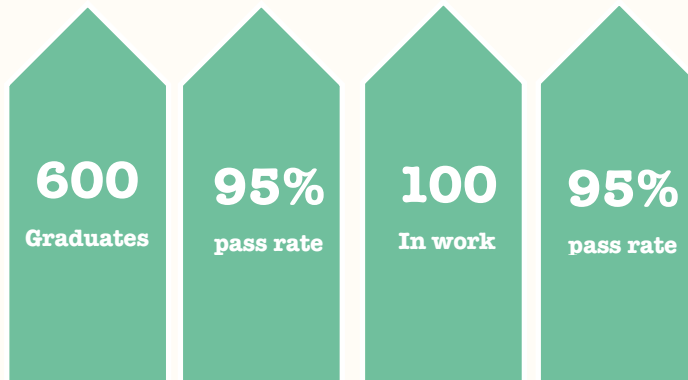
When I started Gateways, in 2014, I had no idea it would resonate with so many people. In this time, I have been inspired by young people, their parents, dedicated teachers, funders and employers who have shared their own experiences and brought so much passion and support to our cause. It is because I have seen the impact Gateways provision can have that I am now more determined than ever, to get to a place where we can help anyone who needs us, and ensure everyone can live a fulfilling and productive life.

We have also learned so much and we go into our new chapter with an extremely strong platform for growth, based on our demonstrated performance and the strength of our partnerships.



King Charles III visiting the Gateways programme & meeting its founder. December 2022\

Over the past nine years, we have achieved:



With a 25% increase in school refusers in the last two years and the demand growing daily, we know now is the time to act. Gateways can only grow and develop with the support and commitment of a dedicated group of staff.

Thank you for considering making an application for the Head Teacher.

Laurence



A message from Ruth Green - Founding Chair of Gateways

After 30 years of working with young people in school settings as a counsellor and many years as a board member and chair of numerous charities, I am excited about my new role and passionate about the unique and essential offering Gateways provides for many young people.

Thank you for your interest in applying for the Head Teacher role.

Gateways already has an excellent track record, phenomenal pool of supporters and partnerships, and a core team of dedicated professionals who have shown both their skill, grit and passion for our mission. Yet we are also in a new stage of our evolution and that is why a strong cohesive staff team is being recruited.

The demand for Gateways' provision is greater than ever, you will read throughout this recruitment pack, some frightening stats and see some impressive evidence of Gateways results over the past nine years.



The unprecedented demand for places at Gateways comes from an increasing pressure from schools, local authorities, parents and community organisations, to expand the provision. Not only to accommodate more students but also to widen the curriculum for them, expand the pastoral care, offer more mentoring and counselling sessions and extend our relationship with industry, to offer more apprenticeships and work placements too.

We are looking for a Head Teacher who shares this ambition and who wants to help us grow Gateways into an accessible alternative provision for young people in the Jewish community. Gateways own aspirations is to become a valued thought leader and contributor in our field of education and as a centre of excellence.

Ruth



Head Teacher Job Description

JOB TITLE:	Head Teacher
SALARY:	£60,000
HOURS:	38½ hours per week (9-5:30 Monday – Thursday & 9-1:30 Fridays)
LOCATION:	TBC - North-West London
REPORTING TO:	CEO

Purpose of the Role

Reporting directly to the CEO, and as a member of the SLT you will take a leadership role in building upon the successes of the last nine years of growth and enabling future growth as Gateways transitions into its new phase of independence.

- To ensure an outstanding education is provided for students for all abilities and excellent outcomes are delivered through the curriculum, teaching and learning
- By July 2025 to have led the creation and implementation of the full-time, Ofsted-regulated school catering for an initial intake of ten students aged 14-16
- Work closely with the CEO in taking a leading role in the strategic development and growth of the Gateways Charity
- Work alongside the Chair of the Education Advisory Board on all aspects of Gateways' educational delivery
- Line manage the Head of Education, Head of Pastoral Care, SENCO, freelance teachers and Pathways to Employment contractor
- Oversight of the day-to-day delivery of both the full time and part-time Gateways programme including pastoral support.
- To be appointed as designated Head of Centre for all internal and external examinations
- Together with the CEO, have an outwardly facing role, representing Gateways when required
- Establish and oversee systems, processes and policies so the charity can operate effectively
- As the Designated Safeguarding Lead for Gateways, you will retain ultimate responsibility for safeguarding and child protection

Main Responsibilities

Strategic Direction

- As a member of the SLT, share and develop the strategic vision of Gateways and assist the CEO in the execution of this vision
- Be responsible for the effective development and implementation of the full-time Ofsted- regulated school
- Be responsible, with the CEO, for the appointment of teaching and pastoral staff.
- Ensure that all staff in your team (SLT) have access to regular supervision, performance management and have a training and development plan in place appropriate to the programme's needs and their stage of development
- Attend Trustee meetings as required



Educational Leadership

- Oversee and manage the student referral process including consulting with colleagues as appropriate
- Be the key contact for referring agencies
- Keep up to date with changes in legislation that may impact on Gateways
- Work with the Head of Education, SENCO and Head of Pastoral team to agree and oversee the development and implementation of the bespoke educational track for each student
- Ensure that all students receive high-quality academic and/or vocational education and support designed to promote engagement, enjoyment, and enthusiasm in learning, leading to raised aspirations and progression
- Ensure the quality of education, pastoral care and student and staff well-being through Gateways' policies, procedures, and practices
- Oversee the monitoring and recording of students' progress so that the most appropriate decisions can be taken to support them
- Together with the Head of Education, ensure that the curriculum is applied, reviewed, and evaluated to suit the needs of the all students
- Ensure that assessment requirements of the curriculum are appropriately carried out
- Contribute to and ensure the regular monitoring of teaching and learning in the part time and full time programme , and acting as appropriate on the outcomes
- Responsible for overseeing the training and development of all Gateways trainers and teachers
- Shared responsibility for ensuring HUBMIS (student management information system) is updated and monitored on a day-to-day basis

Designated Head of Centre for all examinations and assessments

- Oversee the management and effective delivery of examinations and assessments within the centre
- Ensure compliance with the published Joint Council for Qualifications (JCQ) regulations and awarding body requirements in order to deliver the qualification(s) and conduct examinations and assessments in accordance with these regulations
- Adopt an ethical approach and work proactively to avoid malpractice among students and staff, taking all reasonable steps to prevent the occurrence of any malpractice/maladministration before, during the course of, and after examinations have taken place
- Support and guide the exams officers in effectively and efficiently managing and administering external examinations in accordance with the JCQ regulations and/or awarding body requirements for examination administration
- Co-operate with the JCQ Centre Inspection Service, an awarding body or a regulatory authority when subject to an inspection, an investigation or an unannounced visit, and takes all reasonable steps to comply with all requests for information or documentation made by an awarding body or regulatory authority as soon as is practical
- To be responsible for securely storing and sending completed examination papers to external examination boards ensuring all deadlines are met



Pastoral Support

- Oversee the head of pastoral to ensure the needs and values of students are recognised and supported
- Ensure staff and pupils' safety and welfare through effective approaches to safeguarding, as part of a duty of care
- Together with the Head of Education and Head of Pastoral Care, screen and assess incoming students to ensure the most appropriate pastoral support plan is put in place for each student
- To ensure all staff receive the necessary pastoral training
- Promote the well-being of students and staff at all times
- To be one of the primary contacts for all parents and carers.

Finance

- To work alongside the CEO and finance manager with the day-to-day management responsibility for the allocation of the budget to all areas of school life

Safeguarding (see appendix for full DSL duties and responsibilities)

- As the Designated Safeguarding Lead (DSL), you will take lead responsibility for safeguarding and child protection across the organisation (including online safety) and will retain ultimate lead responsibility for safeguarding and child protection
- Take part in strategy discussions, and contribute to the assessment of students.
- Advise and support other members of staff on child welfare, safeguarding and child protection matters, and liaise with relevant agencies such as the local authority and police.
- Refer cases of suspected abuse and neglect to the local authority children's social care as well as supporting staff who make referrals.
- Act as a source of support, advice and expertise for all staff as well as acting as a point of contact with the safeguarding partners.
- Ensure the child protection files are kept up to date.
- Undergo training (every year) to gain the knowledge and skills required to carry out the role and meet the expectations set out in KCSIE.
- Run safeguarding training for all members of the organisation including non teaching staff and trustees
- Support and advise staff and help them feel confident on welfare, safeguarding and child protection matters
- Ensure that safeguarding is of paramount importance in the school
- Support the Head of Education and Head of Pastoral Care with any safeguarding issues
- Ensure the commitment of Board of trustees to safeguarding and promoting the welfare of students is at the heart of Gateways and to ensure all staff and volunteers share this commitment
- Ensure the safeguarding policies are regularly reviewed and updated

Promoting and Representing Gateways

- Build appropriate relationships with relevant organisations to raise Gateways' positive profile.
- Reflect and develop the culture, values, mission, and identity of Gateways as a school and charity
- Maintain an ethos where all individuals feel valued and personal endeavor and responsibility are fostered

This job description allocates duties and responsibilities but does not direct the amount of time spent on carrying them out, and no part of it may be so construed. The job description is not necessarily a comprehensive definition of the post.

Person Specification

	Essential requirements	Desirable requirements
Qualifications required for the role	<ul style="list-style-type: none"> • Qualified Teacher Status • Honours degree • Evidence of recent professional development related to whole school improvement 	<p>Masters degree or equivalent</p> <p>NPQH or willingness to undertake this</p>
Skills	<ul style="list-style-type: none"> • The ability to solve problems. To think strategically, evaluate options, find the best solution to problems, taking full account of the views of others and implement changes that lead to improvements in student outcomes 	Skills
Specific knowledge/ experience required for the role	<ul style="list-style-type: none"> • Proven track record of working in a variety of settings both mainstream, alternative provisions and or special schools at a deputy head or head teacher level • Up-to-date understanding of Ofsted and statutory requirements • Effective performance management/appraisal experience • Proven track record of improving teacher performance • Understanding of leading and developing an outstanding curriculum • Experience of working within a multidisciplinary team. • Experience, knowledge and understanding of safeguarding in schools 	<p>Knowledge and understanding of the wider educational agenda including national policies and wider issues</p> <p>Experience in working in the field of mental health</p>



	Essential requirements	Desirable requirements
Personal Characteristics	<ul style="list-style-type: none">● Proactive, innovative and versatile with a high level of drive, energy and enthusiasm● Excellent communication and interpersonal skills● Demonstrate empathy and commitment to the core values of Gateways● Ability to establish professional, effective working relationships with a range of stakeholders including students, parents, staff and Trustees● Highly organised with an ability to demonstrate good time management and the ability to prioritise effectively● Ability to lead by example	Experience of working with other stakeholders and/or members of the community
Safeguarding	<ul style="list-style-type: none">● Commitment to the protection and safeguarding of young people.● Up-to-date knowledge of relevant safeguarding legislation and the ability to promote a culture of safeguarding across the school community● Up-to-date knowledge of KCSIE and best practice safeguarding arrangements to promote the welfare of students	Safeguarding qualifications.

How to apply

Please apply for the **Head Teacher** role at Gateways, via the TES website.

All Candidates invited to interview will be required to bring the following documentation:

- An original identification document (e.g. passport or driving license)
- If applicable, proof of eligibility to work/reside in the UK
- Documents confirming educational and professional qualifications.

Gateways is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. Any candidate wishing to seek additional information should contact:

Hazel Kaye - Karitas Consulting - hazel@karitasconsulting.com - 07946 413957