



Lord Lawson of Beamish Academy

Assistant Principal

(SEND and Inclusion)

Application Pack



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Lord Lawson of Beamish Academy

Lord Lawson of Beamish Academy
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Principal: Mr A Fowler BA, MA, MSc, PGCE

Registered in England & Wales
No. 07908404

Dear Applicant

Thank you for your interest in the post of Assistant Principal (SEND and Inclusion) at Lord Lawson of Beamish Academy. I hope that you will find all the information you need in this application pack to help you decide whether this is the right opportunity for you.

There's a lot going for Lord Lawson! We are a school that has clear potential to be very good indeed, and our ambition is to offer an outstanding education – within the classroom and far beyond – that engages and stretches all our students. Our staff are energetic, committed and able; our leaders are motivated and hardworking; our governors are supportive and suitably ambitious. The school is full, and parents want their children to do well. We have a sixth form that is small but well led and successful. Our facilities are outstanding and well maintained.

On a usual school day, there's also a lot going on at Lord Lawson! Our students are well known locally for their engagement in an awe-inspiring variety of sporting activities, and our visual and performing arts are wonderfully strong. Students take advantage of more than fifty lunchtime and after-school activities each week, and they have raised thousands of pounds for local and national charities. Classrooms are settled and the atmosphere is purposeful. Our professional development programme for staff is evidence-led and flexible; staff at all levels value the opportunities that we provide for them to discuss and improve their professional skills. This is a pivotal and exciting time to become part of our senior leadership team.

The position of Assistant Principal (SEND and Inclusion) is a new one within the school's leadership structure. It arises because of my absolute commitment to the progress and personal development of all students, regardless of their need or academic starting point. Our students deserve the best and most effective support we can give them, so they can be happy and successful in the future. Governors have emphatically endorsed my vision for SEND and Inclusion in the school, and we are investing significant sums through the creation of this position, targeted staff training, and the employment of suitably skilled support staff. If you are successful in your application, you will join us in January 2023, or sooner if possible.

As an Assistant Principal, you will quickly become part of the team that is transforming the education and life chances for around 1350 children in Birtley, on the southern edge of Gateshead. You will join an ambitious and collegiate team of senior and middle leaders, who are passionately committed to improving the school for the benefit of its students. The school has had two 'Requires Improvement' judgements from Ofsted (February 2017 and June 2019). I joined the school as Principal in June 2019, immediately following the most recent Ofsted inspection and, with a new and reinvigorated leadership team, I have led a transformational programme of school improvement. Our school has benefited from substantial support through the Opportunity North East School Vision programme, and we have worked with outstanding local partners as part of the Behaviour Hub scheme. Finances are now sustainable, and lines of accountability are clear. Staff have worked together, in working parties and as part of our collaborative professional development programme, to improve behaviour and attitudes, personal development, and the quality of education; two Ofsted monitoring visits have validated the improvements made so far. A level and GCSE results this summer have been very good (our best in 6 years), demonstrating the improvements that we have already made.

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The appointment of Ian Cooper as our new Deputy Principal (Pastoral Care and Inclusion) has brought great clarity and focus to the SEND department, who are now ready to move forward. However, the progress of students with special educational needs and/or disabilities, although improved, remains a concern, and this will be the focus for the new assistant principal.

This position provides a career-defining opportunity for the right individual. You are likely to be a decisive, committed and successful middle or senior leader, with clear potential for further personal growth and career development. You will already be a qualified and experienced SENDCo, or working towards this qualification, and you will be looking to scale up your expertise in helping teachers and students address a wide variety of needs. Working with and directing other colleagues, you will be looking to make a real difference to the lives of children who come from the widest range of backgrounds. You will want to significantly improve the progress of disadvantaged children, and you will want to maintain our tradition of sending students from all backgrounds to the best universities in the land and into top-class local apprenticeships. Your time at Lord Lawson will enable you to demonstrate that, by inspiring others to work together using evidence-based methods that are properly evaluated and developed, you can lead sustainable change for the lasting benefit of all students. While previous experience is important, your personality and commitment are the factors that will make you most successful in motivating and inspiring others.

This is a post with enormous potential, but it requires vision and courage! Colleagues at Lord Lawson are keen to follow clear direction, and they are passionately committed to the children of this area. Some of them had become disillusioned by their lack of progress under previous regimes, however, and they are only now recovering their confidence. There is a real need to help them develop their skills further, so that *all teachers* see themselves as teachers of SEND, and subject and pastoral leaders are equipped to ensure that *all students* make excellent progress. From my own experience in school improvement and school leadership, I know that this task is achievable, and I know how worthwhile it is. The whole senior leadership team is looking forward, with me, to working with a colleague who can think and act strategically to support our vision for the school, and who we can support in moving forward the progress of all children, including those with additional needs.

If you would like to discuss the many recent developments at Lord Lawson, or to have a broader conversation about this role, please feel free to ring me on 07936 364421. Alternatively, I would be happy to meet you and to take you on a tour of the school.

If you are interested in applying for this position, the Governors and I would be very pleased to hear from you. **As well as completing the application form and indicating how you meet the person specification, please would you write about the following points in your application letter**, in no more than 800 words:

- How you have worked with others, and learned from reflecting on your own practice, to bring about significant and sustained improvement in the academic progress and personal development of students with special educational needs and/or disabilities;
- How you would lead the development of teaching and non-teaching staff at Lord Lawson to ensure that all colleagues are equipped to support the needs of all students;
- What priorities you would outline, over the course of the next two terms, to ensure that disadvantaged students and those with additional needs make better progress.

Applications close at 9:00am on Thursday 29 September, and the appointment process will take place on 5-6 October. I look forward to hearing from you.

Yours sincerely



Andrew Fowler - Principal

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Job Specification

Name:

Job Title: Assistant Principal (SEND and Inclusion)

Salary Scale: L16 -20

Line Manager: Principal

Purpose of role

The role is responsible for the creation, development and monitoring of targeted support for students with special educational needs and/or disabilities within Lord Lawson of Beamish Academy, including the creation of a culture of high expectations for students with SEND and those who are disadvantaged in any other way. With the Principal, and the Deputy Principal (Pastoral Care and Inclusion), the post holder will oversee aspects of the quality of education within the academy. The post holder will be the school's Designated SENDCo, and will equip middle leaders, including subject leaders and year leaders, with the strategies and knowledge necessary for them to become leaders of SEND in their own areas, and will hold them to account for the progress of students with SEND.

The post holder will, with the Deputy Principal (Pastoral Care and Inclusion) and the other members of the Senior Leadership Team, contribute to line management and the quality assurance of the academy's teaching, learning and assessment, and to the overall effectiveness of the academy's educational strategy.

General Duties

As an Assistant Principal, in addition to carrying out the professional duties of a teacher,

In accordance with the requirements of the School Teachers' Pay and Conditions Document 2014 and the Teachers' Standards, the Assistant Principal shall perform those duties particularly assigned by the Principal as follows:

- Support and advise the Principal and assist in the leadership and management of the academy
- Undertake any professional duty that may be delegated by the Principal
- Be a vital channel of communication to the Principal, optimising the flow of information
- As an active member of the Senior Leadership Team, create a culture of achievement and success through personal example and leadership
- Maintain an awareness of local, national and global educational issues
- Help to build, communicate and implement a shared vision for the academy within and beyond the academy context
- Lead and manage change in consultation with stakeholders
- Support and challenge at all levels to promote the ethos of the academy as a learning community

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- Foster a culture in which excellent outcomes for all students and the key components of personalised learning are integral to the work of everyone in the academy
- Encourage professional attitudes amongst all staff members and promote a positive working environment amongst the staff
- Comply with all academy policies and procedures; statutory reporting and compliance of areas of responsibility, including oversight of relevant areas of the academy's website
- Promote working practices, which do not discriminate on the grounds of gender, ethnicity, religion, culture, age and disability
- Attend appropriate meetings at departmental, whole academy and governor level
- Contribute to the constructive links with parents and members of the wider community
- With other members of SLT, have a shared responsibility for:
 - Taking assemblies
 - Participating in and supporting staff on duty rotas
 - Attendance at after school events
 - SLT during holiday periods
 - Staff support regarding matters of students' discipline
- Perform any other duties required by the Governors and the Principal as may be commensurate with the nature of the post.

Specific Duties

Responsible for SEND provision and strategy throughout the academy, ensuring that all students with additional educational needs and/or disabilities can make excellent progress, in terms of their academic progress and their personal development.

- To be the **Designated SENDCo**, responsible for leading **SEND provision** across the academy, including line-management of the Deputy SENDCo and teaching assistants
- Responsible for creating and maintaining systems to **identify the needs** of students in a timely and effective manner
- Accountable for the **progress of all students with identified special needs and/or disabilities**, including those for whom **English is an additional language (EAL)**
- Responsible for the provision for students with **sensory and/or physical needs** (including medical needs), and initiatives to promote healthy attitudes and lifestyles among students, including line management of the Health Unit
- Responsible for ensuring that the duties set out in the **SEND Code of Practice and the Equality Act** are fully met within the academy
- Responsible for **liaising with external agencies and other educational providers**, to ensure that students receive the most appropriate education, curriculum and support
- Responsible for liaising with the Assistant Principal (Safeguarding and Attendance – who is also the academy's designated Mental Health Lead) and with the Social and Emotional Mental Health Learning Mentor to ensure that the **mental health** of students and staff is positively promoted and that needs are addressed
- Responsible for ensuring that **middle leaders** (including year leaders and subject leaders) have **appropriate expertise and resources** to support the needs of all students with SEND within their areas of responsibility
- Responsible for promoting and maintaining a **culture of inclusion** within the academy, working with the Deputy SENDCo, Learning Support Room Manager, Attendance Manager and their teams to provide suitable places, curriculums and interventions to enable students to remain in school
- Responsible for assisting the Principal in readiness for any external **inspections** and to be accountable for own area of responsibility, including compilation of the academy's self-evaluation form for SEND

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- Responsible as a member of the Senior Leadership Team for **line management of middle leaders**, as delegated by the Principal, to include **appraisal** of staff
- Responsible for the **line management of cover supervisors** (including their deployment to support the needs of students with SEND when not covering lessons), liaising with the Cover Manager as appropriate
- Responsible for efficient **communication** with parents on matters relating to SEND and health
- Responsible for revising and maintaining up-to-date academy **policies** that cover areas of responsibility
- Responsibility for any allocated **budget** and for ensuring this is spent effectively. Also responsible for ensuring that the budgets of anyone they line manage are also spent effectively and to maximise positive outcomes for students
- Responsible for development and maintenance of **SEND content on the academy website**
- Perform duties as a **classroom teacher** as directed by the Principal.

Lord Lawson of Beamish Academy is committed to safeguarding and promoting the welfare of students and expects all staff to share this commitment.

This job description may be amended at any time in discussion between the Principal and the employee, and will be reviewed annually before the commencement of the next appraisal cycle.

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Lord Lawson of Beamish Academy: Person Specification

Assistant Principal (SEND and Inclusion)

	Attribute	Essential/ Desirable	Assessment
Qualifications and education			
1.	Degree	E	A
2.	Qualified teacher status	E	A
3.	Evidence of continuing professional development, including leadership training	E	A/I
4.	Master's-level National Award for Special Educational Needs Co-ordinator (or equivalent)	D	A
5.	Higher degree	D	A
Knowledge and understanding			
6.	Detailed knowledge and understanding of current issues in education	E	I/P
7.	Demonstrable understanding of SEND support to improve outcomes	E	A/I
8.	Deep knowledge and understanding of different types of educational need and effective strategies to help address these needs	E	A/I
9.	Experience of contributing to and bringing about rapid and sustained improvement	E	A/I
10.	Knowledge and understanding of inclusion and disadvantage	E	A/I
Skills and abilities			
11.	Ability to communicate a vision	E	I/P
12.	Ability to inspire and motivate staff and pupils	E	I/R
13.	Excellent oral and written communication skills	E	A/I/P
14.	Ability to analyse information and data from a range of sources	E	A/I/P
15.	Ability to quickly synthesize understanding and apply to new situations	E	I/P
Experience			
16.	Knowledge and experience of safeguarding at a senior level	E	A/I/R
17.	Experience of working with partner schools and outside agencies	E	A/I
18.	Experience of using appraisal to bring about and sustain effective change	D	I/R
19.	Experience of reflecting on practice, learning from it and adapting accordingly	E	A/I
20.	Experience of working with and advising governors	D	A/I
21.	Sustained successful teaching experience across the 11-16 age range, leading to sustained excellent outcomes for students	E	A/R
22.	Successful teaching experience within a sixth form	D	A
23.	Significant middle and/or senior pastoral leadership experience	E	A
24.	Experience of successfully managing the work of a team to deliver sustained improvements	E	A/R
25.	Experience of creative problem-solving and critical thinking	E	A/I/R

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Lord Lawson of Beamish Academy: Person Specification

Assistant Principal (SEND and Inclusion)

	Attribute	Essential/ Desirable	Assessment
Personal qualities			
26.	Ability to take decisions and initiate action, providing direction to others	E	A/I
27.	Willingness to take responsibility for own actions	E	I/R
28.	Commitment to diversity and equality in the workplace	E	I/R
29.	Energy, drive and enthusiasm	E	I
30.	Empathy and emotional intelligence	E	I/R
31.	Ability to work to deadlines and under pressure	E	A/I/R
32.	Sense of humour and a balanced outlook	E	I
33.	Adaptable and positive in the face of change	E	I/R
34.	Confident, positive and approachable	E	I

Assessment and evidence: A = Application; I = Interview process; P = Presentation; R = Reference

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