RECRUITING OUR ASSISTANT PRINCIPAL

Closing date: 30th April 2021

www.jamesbrindley.org.uk
ABOUT US

James Brindley is a multi-sited, multi-provision special Academy that provides education for young people, aged 2-19, whilst either in hospital or unable to attend mainstream school due to their medical conditions, special educational needs or disability. We believe that every young person deserves an education which enables them to be the best they can be.

Our staff teach across 10 centres throughout Birmingham: 7 hospitals (both physical and mental health); 2 teaching centres for young people with social, emotional and mental health conditions; an autism specialist centre; and we also provide teaching in the home. On a daily basis we provide education for an average of 350 young people. Annually this equates to teaching approximately 2,500 young people, all with complex and varied needs. These young people may be placed with us through Birmingham’s referral route or come from across the UK and wider via their medical placement.

The Academy employs approximately 220 specialist staff to ensure the highest quality provision for our young people. They all share a commitment and work hard to create an inspirational education in a safe, stimulating and supportive environment. Ofsted agree that this is a Good School and have found that our teaching provides learning experiences for young people that are “skilfully adapted to their complex needs” where young people “make good and sometimes outstanding progress with their social and emotional skills, confidence or their behaviour”.

We are very proud of the achievements our young people make whilst they are on short or long-term placements with us. At James Brindley, staff and the Trustee Board work together towards our aim of providing excellent education that is creative and engaging, providing suitable pathways for our young people’s next steps.

“At the specialist and the hospital centres, teachers are highly skilled at adapting teaching to the pupils’ circumstances so that they can still achieve. Aspirations are high and teachers continually try to instil a sense of normality for pupils who are experiencing huge personal challenges...This highly personalised approach enables pupils to make demonstrable progress while undergoing serious operations or treatment for serious illnesses such as cancer...At the three main teaching centres, teaching is well planned and usually meets pupils’ needs well. Staff know the pupils well and make sure that lessons are accessible to them, taking into account their barriers for learning.”

Ofsted Report, January 2017

“I just wanted to thank you for your help during my time in hospital... I believe without your help, I would have found it hard to get where I did in my final GCSE results.”

Pupil, Royal Orthopaedic Hospital
James Brindley has been through a period of significant change and development over the last five years. The Academy was placed in special measures in January 2015 in the light of concerns about aspects of our ‘alternative provision’ centres and the arrangements for those young people with part time (mainly home-based) education.

A newly formed senior team under the leadership of the recently appointed Principal successfully moved the school to an overall judgment of Good within two years. Five members of that team are now in senior positions (including Headteacher) across a range of Birmingham special schools. This has provided some excellent opportunities for internal staff development.

Four of the current Leadership Team of five have been promoted from within the school and they are a highly driven and talented team ambitious to further enhance the quality of education we provide.

This vacancy arises from the retirement of the Associate Director in Summer 2021 who oversees the Hospitals and Home Tuition Service.

We now seek a highly skilled professional, able to take on significant responsibility for teaching and learning; curriculum design and assessment, including whole school data. Experience of mainstream and special education in both primary and secondary settings would be the ideal preparation for this post. The recruitment panel are keen to consider applications from any phase of education, however.

James Brindley can offer the successful candidate an outstanding opportunity to work across a wide range of unique provisions together with the support and leadership of an exceptional senior team and a highly committed Trustee Board.

“\textit{The governing body is well led and effective. Governors have a good knowledge of the teaching centres, the specialist sector and the hospitals. They use this knowledge effectively to challenge leaders as well as to support them.}”

\textbf{Ofsted, January 2017}
OUR LOCATIONS

- James Brindley Academy
- Newbridge House
- Dovedale
- Ardenleigh
- Birmingham Children's Hospital
- Queen Elizabeth Hospital
- Heartlands Hospital
- Royal Orthopaedic Hospital
- Willows
- Parkway
- Northfield
OUR VISION

Last academic year the senior leadership team and trustees worked together to agree a new Vision Statement:

Think differently to inspire young people to overcome all barriers and achieve their dreams.

This will be delivered through our Mission Statements:

1. Delivering a pupil-centered, holistic curriculum which prepares young people to overcome barriers for life.

2. Creating an inclusive environment that embraces and celebrates our differences

3. Ensuring that all pupils and staff are safe by leading a transparent and ethically driven organisation

4. Creating an innovative, optimistic and skilled workforce

5. Playing a leading role in the community to promote an inclusive approach to young people unable to access education due to their medical, SEMH needs and other neurodiverse conditions

Our core values underpin everything that we do;

Thrive: We create a positive environment where we thrive and succeed

High Aspirations: We have high aspirations for ourselves and others

Inclusion: We are inclusive in all we do and celebrate our differences

Nurture: We educate our young people and staff to nurture their emotional health and wellbeing

Keep Safe: We ensure that keeping safe and the safety of others is paramount

Northfield
JOB ADVERT: ASSISTANT PRINCIPAL

Assistant Principal – Teaching, Learning & Assessment

Salary: L14 - 18

James Brindley is looking for an ambitious and highly motivated individual to join our unique educational provision. The dynamic Leadership team seek a talented team player who will enhance the standards of teaching, learning and assessment across the academy.

James Brindley is a multi-sited, special Academy that provides education for young people, aged 2-19, whilst either in hospital or unable to attend mainstream school due to their medical conditions, special educational needs or disability. Our locations are spread throughout Birmingham and comprise of 7 hospitals (both physical and mental health); 2 teaching centres for young people with social, emotional and mental health conditions and a specialist provision for ASC.

We have the highest aspirations for our young people and see no barrier and no limit to what they can achieve. Prime examples of this are the recent success in achieving the Gold UNICEF award and being involved in the city-wide Echo Eternal project.

We are looking for a leader skilled in change management who can create a culture where staff are motivated to develop their own skills. This is an outstanding opportunity for a creative professional with the drive to improve the education of young people unable to attend mainstream schools. The successful candidate will have evidence of leading and developing pedagogy to impact on the quality of education.

Candidates are invited to meet with members of The Senior Leadership Team to learn more about James Brindley Academy via Microsoft Teams prior to application on the dates below.

27th April 2021 28th April 2021
9:30am via Microsoft Teams 11:00am via Microsoft Teams

To register your interest, please contact Emma Yarwood, HR Administrator 0121 666 6409 ext. 2338

Closing date: 30th April 2021

Interviews to be held: May 13th & 14th 2021

Start date: September 2021 (negotiable)

Please note that this post is subject to an enhanced DBS clearance check and any offer of employment is made conditional of this. You will be required to register and pay for the DBS update service as well as to provide written consent for the employer to access this information at any time.

James Brindley is committed to safeguarding and promoting the welfare of the children and young people and expect all staff to share this commitment.

Completed Applications to be submitted by email to: vacancies@jamesbrindley.org.uk

“As much as I am excited to go home, I still do not want to leave because I will miss my teacher here so much.”

Pupil, Birmingham Children’s Hospital
## PERSON SPECIFICATION

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Essential</th>
<th>Desirable</th>
<th>Method of Assessment</th>
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</thead>
<tbody>
<tr>
<td><strong>Qualifications and Professional Development</strong></td>
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<tr>
<td>Qualified teacher status</td>
<td>✓</td>
<td></td>
<td>CQ</td>
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<tr>
<td>Relevant Degree or postgraduate qualification</td>
<td>✓</td>
<td></td>
<td>CQ</td>
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<tr>
<td>Recent relevant in-service training in current education practice / leadership and management</td>
<td>✓</td>
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<td>AF</td>
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<td><strong>Experience</strong></td>
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<td>AF/I</td>
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<tr>
<td>Relevant successful leadership within a substantial role(s)</td>
<td>✓</td>
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<td>Experience/involvement in developing whole-school policies and strategies</td>
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<td>✓</td>
<td>AF/I</td>
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<tr>
<td>Evidence of leading and developing pedagogy with teaching staff to impact on quality of education.</td>
<td>✓</td>
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<td>AF/I</td>
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<tr>
<td>Evidence of having worked within an environment that safeguards children</td>
<td>✓</td>
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<td>AF/I</td>
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<tr>
<td>Experience and successful impact of assessment, recording and reporting strategies on pupils’ individual needs and progress</td>
<td>✓</td>
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<td>AF/I/R</td>
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<tr>
<td>Evidence of successful multi-agency work</td>
<td>✓</td>
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<td>Experience of managing a budget to maximise impact</td>
<td>✓</td>
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<td>Evidence of successful leadership initiatives that raise the aspirations of young people</td>
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<td>Creating and developing a flexible, creative curriculum with a range of learning pathways to support pupil need</td>
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<td><strong>Knowledge</strong></td>
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<tr>
<td>Wide, current knowledge and understanding of education and SEND provision</td>
<td>✓</td>
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<td>Knowledge of OFSTED requirements in regards to Quality of Education</td>
<td>✓</td>
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<tr>
<td>Knowledge and understanding of a wide range of physical and mental health needs and how these impact on pupil attainment and progress</td>
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<td>✓</td>
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<tr>
<td>Current knowledge of strategies to raise standards of Teaching and Learning</td>
<td>✓</td>
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<td>T/I</td>
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<tr>
<td>Current working knowledge and understanding of analytical tools e.g. in relation to pupil progress.</td>
<td>✓</td>
<td></td>
<td>AF/I</td>
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<tr>
<td>Working knowledge of ICT and Data systems to support innovative teaching</td>
<td>✓</td>
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<td>T/I/R</td>
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<tr>
<td>Up to date knowledge and understanding of curriculum change and development</td>
<td>✓</td>
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<td>AF/I</td>
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<tr>
<td><strong>Skills &amp; Abilities</strong></td>
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<tr>
<td>Ability to manage the implementation of change sensitively</td>
<td>✓</td>
<td>✓</td>
<td>AF/I</td>
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<td>Ability to lead and manage effectively in a pressurised environment</td>
<td>✓</td>
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<td>AF/I</td>
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<tr>
<td>Outstanding communication skills</td>
<td>✓</td>
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<td>I/T/R</td>
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<td>Excellent teacher with a track record of delivering high quality lessons</td>
<td>✓</td>
<td></td>
<td>I/T/R</td>
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<tr>
<td>Ability to make difficult decisions and to follow them through</td>
<td>✓</td>
<td>✓</td>
<td>AF/I</td>
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<tr>
<td>Ability to confront and solve problems</td>
<td>✓</td>
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<td>I/T/R</td>
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<tr>
<td>Ability to create an ethos where staff are motivated and supported to develop their own skills and subject knowledge</td>
<td>✓</td>
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<td>I/T/R</td>
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<tr>
<td><strong>Other</strong></td>
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<tr>
<td>Promotion of positive behaviour strategies and constructive handling of problems</td>
<td>✓</td>
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<tr>
<td>Commitment to the enhancement of provision through networking with partner institutions</td>
<td>✓</td>
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<td>I/R</td>
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<tr>
<td>A commitment to communicate and involve parents and pupils in the work of the school</td>
<td>✓</td>
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<td>AF/I/R</td>
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<tr>
<td>An awareness and understanding of, and commitment to, equal opportunities</td>
<td>✓</td>
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<tr>
<td>Flexibility to work on different sites as required</td>
<td>✓</td>
<td></td>
<td>AF/I/R</td>
</tr>
</tbody>
</table>

We undertake to make any “reasonable adjustments” to a job or workplace to counteract any disadvantages a disabled person may have.

Key to abbreviations:
AF: Application Form, I: Interview, CQ: Certificate of Qualification, R: References T: Task/Test including Lesson Observation
JOB DESCRIPTION

Grade:
L14 - 18

Purpose of Job Role:
• To drive up standards of teaching, learning and assessment across the academy.
• To lead and develop the delivery of a high quality curriculum offer.
• To work collaboratively as a member of the Senior Leadership Team.
• Take a leading role in the Strategic Planning of the Academy and of specific projects as required.
• Operate and manage activities within allocated areas of specialism

Areas of Responsibility:
Curriculum design; Progress data and tracking; Learning interventions; Staffing & time-table; Quality Assurance of Teaching and Learning; Use of Pupil Premium; CPD Strategy; Academy-wide appraisal.

Specific Duties and Responsibilities:
As defined in paragraph 36 of the Teachers’ Pay & Conditions Document, in partnership with the Leadership Team to lead the process of school organisation, management and development planning. The following are generic statements, some of which will be the subject of negotiation from time to time.

Teaching, Learning and Curriculum:
• To establish a highly engaging curriculum that meets the needs of pupils across the academy.
• To support and develop Heads of Curriculum and Centre Leaders to drive improvements in the curriculum offer.
• To enrich the curriculum through: work related learning; vocational learning; cross curricular projects; collective worship; British values and other creative initiatives.
• To establish aims and objectives and the policies through which they will be achieved.
• To establish a broad, balanced and relevant curriculum as an entitlement within school requirements and local policies.
• To take a leading role in developing cohesion and consistency across all areas of pupil assessment in the school.
• To give high quality feedback to staff in order to improve pedagogy; curriculum and inclusion.
• Monitor, review and develop appropriate recording strategies, to ensure that progress data is supporting teaching and learning for individual pupils, subjects and sectors.
• To have a robust overview of interventions happening across the academy and their impact.
• To lead and direct staff to design appropriate staff timetables that support the curriculum offer.
• To ensure a robust quality assurance cycle and monitor the quality of teaching and learning across the academy.
• As a member of the Senior Leadership Team, to take a leading role in the system for monitoring and evaluation of effective teaching and learning by undertaking regular observations.
**JOB DESCRIPTION**

**Staff Recruitment & Development:**
- To assist in the appointment and deployment of staff as appropriate.
- To ensure through the staff development plan that the professional development needs of staff and the academy are met.
- To offer guidance and support to staff as appropriate.
- Whole school training plan in conjunction with Assistant Principal for Inclusion and Safeguarding.
- Focussed training for varying career stages and knowledge through individual and personalised development programmes.

**Administration:**
- To take a lead role in the day to day running of the school in conjunction with the Senior Leadership Team.
- To deputise as appropriate for the Vice Principal or other senior roles in all aspects of leadership, control and discipline of the school, taking responsibility for carrying out specific management duties as determined and delegated by the Principal.

**Resources:**
- To assist in the efficient management of the staffing, physical and financial resources giving reports as requested and ensuring health & safety at all times.

**Relationship and Communications:**
- To develop & maintain effective communication within the Academy; and with parents, hospital trusts, schools, and relevant agencies.
- To assist in the preparation of reports to the Governing Body.
- To attend meetings of the Governing Body as required.
- To undertake the duties and responsibilities of a teacher as required by the Principal/Vice Principal.

**Pupils:**
- High profile presence across the academy, role modelling high expectations and academy ethos.
- Teaching across the academy, if required.

**Other responsibilities:**
- Take personal responsibility for promoting and safeguarding the welfare of children and young people he/she is responsible for or comes into contact with.
- Undertake and participate in relevant CPD and appraisal arrangements.
- Follow all organisational systems and procedures.
- Abide by and adhere to all academy policies and practice including health and safety.
- Support and promote diversity and equality of opportunity for all.
- Follow data protection procedures and treat with confidentiality any personal, private or sensitive information about individual pupils, staff and/or associated organisations.
- Promote and support inclusive practice.
- Promote the agreed vision and aims of the school.
- To promote the vision statement, value systems and development priorities of the Academy.
- Set an example of personal integrity and professionalism in line with the staff Code of Conduct.
- To perform other such duties as the Principal, Vice Principal and Strategic Development Manager may from time to time determine.

*By signing this Job Description, you are also consenting to disclose any warnings, convictions, actuations and reprimands whilst in employment as soon as it is practically possible.*

**Team/s:** Senior Leadership Team
Responsible to: Principal and Vice Principal
Responsible for: Middle Leaders across the Trust

**Northfield**
APPLICATION PROCESS

Opportunity to discuss:

Candidates are invited to meet with members of The Senior Leadership Team to learn more about James Brindley Academy via Microsoft Teams prior to application on the dates below.

27th April 2021
9:30am via Microsoft Teams

28th April 2021
11:00am via Microsoft Teams

To register your interest, please contact Emma Yarwood, HR Administrator 0121 666 6409 ext. 2338.

Application process:
The application form is available to download from: www.jamesbrindley.org.uk/workingforus

Timeline:
Completed applications to be submitted by email to vacancies@jamesbrindley.org.uk

Closing date: 30th April 2021

Shortlisting: Week Beginning 3rd May

Interviews: 13th & 14th May 2021

Start Date: September 2021 (negotiable)

For further details please visit our website at www.jamesbrindley.org.uk
or contact us at vacancies@jamesbrindley.org.uk
James Brindley Academy
Bell Barn Road, Birmingham, B15 2AF

0121 666 6409

www.jamesbrindley.org.uk

vacancies@jamesbrindley.org.uk

Company Number: 7844694