RECRUITING OUR NEW ASSISTANT PRINCIPAL

Closing date: 26th March 2020 (midday)

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 Governing 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.

“...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 three years.

A newly formed senior team under the leadership of the recently appointed Principal are highly driven and ambitious to further enhance the quality of education we provide.

This vacancy arises from the retirement of the current post holder in Summer 2020.

We now seek a highly skilled professional, able to take on significant responsibility for teaching, learning and strategic development and leadership of Hospitals and Home Tuition Services.

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 Governing Board.

We are genuinely a school on the move.

If you wish to be involved with the challenges and rewards of the journey ahead, please consider visiting us and applying 26th March 2020.

“"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.”

Ofsted, January 2017
OUR VISION

All young people have the right to an education that provides them with the skills and opportunity to achieve their potential regardless of their circumstances or medical needs. At James Brindley we keep the needs of each individual at the heart of everything we do so that all our young people are challenged and supported to experience success. For those in hospital we seek to minimise the interruption and disruption to the young people's education so that academic progress will continue for as much as their health permits.

Across all our settings we provide an individually tailored educational programme and pathway to enable each young person to succeed in education and to prepare them for their future life and next steps.

We will achieve this by:

• Ensuring that academy developments are planned exclusively around meeting young peoples’ needs.
• Continuously reviewing and evaluating our work with the aim of further improving the quality of educational opportunities and achievements of our young people.
• Recognising and celebrating the success of everyone.
• Working effectively and in partnership with parents, our colleagues in the NHS, BCC and other key professionals and the wider Birmingham school community.
• Delivering a broad, balanced and engaging curriculum.
• Providing a safe, secure and stimulating learning environment in which the team of highly skilled staff deliver engaging teaching and effective support programmes to meet the needs of all our young people.
• Valuing the entire school community, promoting wellbeing and encouraging spiritual, moral, social and cultural development in an atmosphere that fosters British Values and the growth of respect and responsible behaviour.
• Making learning an integral part of young people’s stay in hospital or a longer-term residential centre in order to ensure continuity and enjoyment for each young person.
• Preparing and empowering young people for their future lives.
• Placing a high importance on transferring back to school or to another educational setting or work placement as seamlessly as possible.
• Providing a range of stimulating, age appropriate ‘extension’ activities designed to build confidence, self-esteem, resilience and emotional maturity.

Staff and Governors have adopted ‘The Seven Principles of Public Life’ and have high expectations of themselves and others, always striving to achieve the highest standards of education and care for our young people.
JOB ADVERT: ASSISTANT PRINCIPAL

Assistant Principal – Teaching, Learning and Strategic Leadership of Hospitals and Home Tuition Service.

Salary: L14 – L18

James Brindley is looking for an ambitious and highly motivated individual to join our unique educational provision. We are seeking a talented team player who will provide leadership and management for our excellent hospital and home tuition service that can help to develop outstanding teaching and learning practice and support opportunities to grow the provision.

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 Silver UNICEF award and being involved in the city-wide Echo Eternal project.

UNICEF celebration: https://www.jamesbrindley.org.uk/page/?title=Parents&pid=1260

Echo Eternal Project: https://www.jamesbrindley.org.uk/news/?pid=0&nid=14&storyid=30

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 welcome to visit our Hospital Centres prior to application.
To register your interest, please contact Emma Yarwood, HR Administrator 0121 666 6409 ext 2338.

Closing date: 26th March 2020 (midday)
Interviews to be held: 1st and 2nd April 2020
Start date: 1st September 2020

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.

For further details and an application form please contact the academy at the address below or visit our website at: www.jamesbrindley.org.uk

JAMES BRINDLEY, BELL BARN ROAD, BIRMINGHAM, B15 2AF

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

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

“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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<tr>
<td>Relevant successful leadership within a substantial role(s)</td>
<td>✓</td>
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<td>AF/I</td>
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<tr>
<td>Experience/involvement in developing whole-school policies and strategies</td>
<td>✓</td>
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<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>
<td>✓</td>
<td>AF/I/R</td>
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<tr>
<td>Evidence of successful multi-agency work</td>
<td>✓</td>
<td></td>
<td>AF/I/R</td>
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<tr>
<td>Experience of managing a budget to maximise impact</td>
<td></td>
<td>✓</td>
<td>AF/I/R</td>
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<tr>
<td>Evidence of successful leadership initiatives that raise the aspirations of young people</td>
<td>✓</td>
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<td>AF/I</td>
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<tr>
<td>Creating and developing a flexible, creative curriculum with a range of learning pathways to support pupil need</td>
<td>✓</td>
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<tr>
<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>AF/I</td>
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<tr>
<td>Knowledge of OFSTED requirements in regards to Quality of Education</td>
<td>✓</td>
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<td>AF/I</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>
<td>✓</td>
<td>✓</td>
<td>AF/I</td>
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<tr>
<td>Current knowledge of strategies to raise standards of Teaching and Learning</td>
<td>✓</td>
<td></td>
<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>
<td></td>
<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>
<td></td>
<td>AF/I</td>
</tr>
</tbody>
</table>

Northfield Residential
## PERSON SPECIFICATION

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Essential</th>
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<th>Method of Assessment</th>
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<tbody>
<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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<tr>
<td>Ability to lead and manage effectively in a pressurised environment</td>
<td>✓</td>
<td>✓</td>
<td>AF/I, I/T/R</td>
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<tr>
<td>Outstanding communication skills</td>
<td>✓</td>
<td></td>
<td>I/T/R</td>
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<tr>
<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>
</tr>
<tr>
<td>Ability to confront and solve problems</td>
<td>✓</td>
<td></td>
<td>I/T</td>
</tr>
<tr>
<td>Ability to create an ethos where staff are motivated and supported to develop their own skills and subject knowledge</td>
<td>✓</td>
<td>✓</td>
<td>I/T/R</td>
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<tr>
<td><strong>Other</strong></td>
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<td></td>
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<tr>
<td>Promotion of positive behaviour strategies and constructive handling of problems</td>
<td>✓</td>
<td></td>
<td>AF/I/R</td>
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<tr>
<td>Commitment to the enhancement of provision through networking with partner institutions</td>
<td>✓</td>
<td></td>
<td>I/R</td>
</tr>
<tr>
<td>A commitment to communicate and involve parents and pupils in the work of the school</td>
<td>✓</td>
<td></td>
<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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<td>AF/I/R</td>
</tr>
<tr>
<td>Flexibility to work on different sites as required</td>
<td>✓</td>
<td></td>
<td>AF/I/R</td>
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</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

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*Birmingham Children’s Hospital*
JOB DESCRIPTION

Grade:
L14 - 18

Purpose of Job Role:
• Provide strategic leadership for the Hospital and Home Tuition Service.
• To drive up standards of teaching, learning and assessment across the Hospital and Home tuition service.
• To lead and develop the delivery of a high quality curriculum offer.
• Line-management of Hospital Centre Leaders with a focus on coaching and accountability.
• To work collaboratively as a member of the Senior Leadership Team.
• Taking a share of academy-wide leadership in conjunction with others members of the Senior Leadership Team.
• To directly report to the relevant Governors Committees as required by the Principal and represent the academy in strategic planning groups lead by the NHS, Birmingham City Council and regional bodies.
• Take a leading role in the Strategic Planning of the Academy and of specific projects as required.

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 young people across the Hospital and Home Tuition service.
• To support and develop Heads of Curriculum to drive improvements in the curriculum offer in Hospitals and Home Tuition.
• 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 within Hospitals and Home Tuition.
• 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 within Hospitals and Home Tuition 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 Hospital and Home Tuition service.
• 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.
• Focused 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 academy 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.

Young People
• High profile presence across the academy, role modelling high expectations and academy ethos.
• Teaching across the academy, including Personal Development if required.

Other responsibilities:
1. Take personal responsibility for promoting and safeguarding the welfare of children and young people he/she is responsible for or comes into contact with.
2. Undertake and participate in relevant CPD and appraisal arrangements.
3. Follow all organisational systems and procedures.
4. Abide by and adhere to all academy policies and practice including health and safety.
5. Support and promote diversity and equality of opportunity for all.
6. Follow data protection procedures and treat with confidentiality any personal, private or sensitive information about individual pupils, staff and/or associated organisations.
7. Promote and support inclusive practice.
8. To promote the vision statement, value systems and development priorities of the academy.
9. Set an example of personal integrity and professionalism in line with the staff Code of Conduct.
10. To be flexible and able to work at any site of James Brindley, as the needs of the academy dictate.
11. To perform other such duties as the Principal and Vice Principal may from time to time determine.
12. To be prepared to lead on other strategic responsibilities when required.

New post holders are also consenting to annually renew their DBS Update Service subscription.

Team/s: Senior Leadership Team
Responsible to: Principal and Vice Principal
Responsible for: Centre Leaders based at Hospitals and Short Term Provision.
APPLICATION PROCESS

Opportunity to visit:

Candidates are welcome to visit our Hospital Centres prior to application one either of the dates below.

Friday 13th March 2020
10.00 – 11:30
Tuesday 24th March 2020
11:00 – 12:30
Wednesday 25th March 2020
11:00 – 12:30

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: 26th March 2020 (midday)

Interviews to be held: 1st and 2nd April 2020

Start date: 1st September 2020

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