



Alternative Provision
Nurturing Growth,
Inspiring Potential

We're hiring!

Position: Alternative Provision, Learning Support Manager

Location: Penrith, Cumbria

Start Date: September 2024

Contract Type: 20-25 hours a week. The working day is from 9:00am to 3:30pm, Monday to Friday, during term time (38 weeks plus 1 week inset) and the candidate should be flexible and able to work over 5 days within these hours.

The role is offered on a 1-year fixed-term contract basis from September 2024 with the intention to offer permanent contracts from September 2025. This is a great opportunity for anyone looking for a role that offers progression opportunities and to be part of a supportive organisation that has expansion plans in the near future.

Salary: FTE - £38,480. Pro rata (20 hours) £18,640 this includes 5.6 weeks paid holiday plus 2 weeks retainer payment and is spread over 12 monthly salaries.

About The Role: New Leaf Centre is a brand-new alternative provision centre based in Penrith, Cumbria. Providing holistic support to children and young people with SEND or SEMH challenges. We would like to appoint a Learning Support Manager who is dedicated, hardworking and committed to raising standards, engagement and improving the life chances of young people. New Leaf Centre is a rewarding place to be, you will be working in a therapeutic, nurturing environment using nature and animal assisted projects to help those who struggle to access mainstream settings. We recognise the benefits of staff working in a productive, healthy and flourishing workplace, and we work hard to ensure the wellbeing of everyone and ensure all staff are valued and supported.

This is a unique opportunity for a passionate professional to join our team and lead the development and management of our alternative provision programs. The successful candidate will play a crucial role in ensuring that all students, receive the support and opportunities they need to succeed.

Key Responsibilities

- Work with colleagues to assess the need of each student and use this information to plan effective support programmes which best meets their needs.
- Be a key point of contact between commissioners, learning support mentors and parents.
- Lead and support a team of learning support mentors to deliver personalised development programmes.
- Implement EHCP recommendations effectively and communicate clear progression routes.
- Oversee the administration of courses and programmes, including admissions, induction, assessment and efficiency of external and internal moderation processes.
- Monitor and evaluate the effectiveness of alternative provision programs, making data-driven decisions to enhance student outcomes.

- Act as one of the centre's Deputy Safeguarding Leads and support necessary safeguarding support for learners.
- Oversee the daily operations of the alternative provision programs, ensuring a safe, inclusive, and stimulating environment.
- Provide leadership and professional development for staff involved in alternative provision.
- Ensure compliance with relevant policies, procedures, and regulatory requirements.
- Liaise with external SEND professionals to ensure specialist input and support is provided as required.

Candidate Profile: The ideal candidate will be a highly motivated individual with a strong background in education and a deep understanding of alternative provision. They will possess excellent leadership and communication skills, with the ability to inspire and motivate both students and staff. Experience in working with students with special educational needs and a commitment to fostering an inclusive educational environment are essential.

Qualifications And Experience

- A degree in Education or a related field.
- Relevant teaching qualification (QTS/QTLS) is desirable.
- Strong knowledge of current educational policies and practices related to alternative provision.
- Organising, developing, and delivering personalised intervention activities, which enhance the learning of students

Application Process: Interested candidates are invited to submit a comprehensive CV and a cover letter detailing their suitability for the role. Please email info@newleafcentre.co.uk for the attention of the Operations Director, Vicky Hunter. All applicants will require the appropriate qualifications and training for this role. Successful candidates will be invited via letter for interview on 19th August 2024. New Leaf Centre is committed to safeguarding and promoting the welfare of children. We undertake safeguarding checks on all workers in accordance with DfE statutory guidance 'Keeping Children Safe in Education' this may also include an online search as part of our due diligence on shortlisted applicants. All candidates must undertake or have undertaken a valid enhanced Disclosure and Barring Service (DBS) check.