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Letter from the Co-Chair of the Management Committee

Dear prospective candidate

Thank you for your interest in the post of Headteacher at Ealing Alternative provision (EAP). This post has become available after the announcement of the retirement of the current Headteacher, Roddy Gilbert. After 22 years of service to EAP. During her time as Headteacher she has led EAP through some challenging changes that have resulted in EAP being in a very strong position to continue its work with some of the most vulnerable students in Ealing.

Our students come to us via several routes, including those with medical needs, excluded from local high schools and those that cannot be educated in the mainstream for other reasons. EAP is a welcoming co-educational setting with a constantly changing and very diverse student population. Our aim is to ensure that not only do our students do their best academically but also that we provide an environment where they can develop confidence, social skills and self-awareness that they need to return to mainstream school where possible and if not, to fulfil the potential and succeed at EAP to continue on to post 16 education.

On multiple occasions Ofsted has confirmed that aspects of provisions such as behaviour are outstanding and the most recent inspection has graded the setting as good. In addition, the Management Committee and I are always encouraged by the high standard of care and support given to these vulnerable students referred by local high schools.

The Management Committee, who are drawn from many diverse stakeholders including Senior Leaders from Ealing schools, Local Authority representatives, staff and parents. Freely giving their time and support to assist EAP in achieving its long term goals. We are fully committed to its ethos of supporting and challenging students to fulfil their potential and we are looking forward to working in partnership with the new Headteacher to make their vision a reality.

This role presents an excellent opportunity for an exceptional educational leader with experience and vision to build on our school's many strengths. Bringing fresh perspectives and new thinking to inspire and lead the school community to further success.

I do hope you will take up the opportunity to visit the school before submitting your application. I am sure that you will be impressed by the students, staff and positive environment. Moreover, the sense of high expectations permeates the entire setting and encourages all to do their best.

Thank you and we look forward to receiving your application.

Best Wishes,



Paul Doyle
Co-Chair of the Management Committee

Letter from the Head Teacher

Dear prospective candidate

I have been Headteacher at EAP for the last 3 years and was the Deputy Headteacher before that for 15 years. In a long and varied career before my time in Ealing, I can honestly say that my time at EAP has been an honour and a privilege and the highlight of my teaching career. In some respects I am a reluctant retiree – I will miss my colleagues and the exuberance of the fascinating cohorts of youngsters that populate our classrooms – but I am confident that any successful candidate will feel just as at home very quickly.

EAP is a phenomenal institution that puts pupils; their families and their futures at the heart of everything that we do. It is also a phenomenal place to teach and even more special to lead. The staff at EAP from the caretaker to the senior leadership team are very talented and exceptional in what they do. The pride I feel in them and what they achieve for our students on a daily basis is immeasurable and I know that they help to give back to our youngsters the life chances that at times they felt were lost to them.

EAP rests in a very beautiful part of West Ealing and our bright and well equipped site that extends into a forest school, ensures a calm and peaceful environment where youngsters flourish. EAP is supported by the Local Authority and a magnificently understanding and helpful Management Committee. Supporting access and inclusion for all of Ealing's High Schools population by offering the diverse and wide-ranging programmes on offer is always challenging. As Headteacher you will need vision; tenacity; stamina but most of all a sense of humour.

The role of Headteacher presents an opportunity for an exceptional proven practitioner to build on the strengths already embedded in practices at EAP but equally give an opportunity to someone with their own ideas to take the provision into the vastly changing landscape of education and employment in the twenty-first century.

I do hope you will take up the opportunity to visit the school before submitting your application. I look forward to welcoming you and showing off our provision.

Best Wishes,



Roddy Gilbert
Headteacher EAP



Ealing Alternative Provision Headteacher Advert

Salary: L24-32 (£92,007 to £109,986)

Closing Date for Applications: Monday 15th April 2024 @ noon

Interview Dates: Monday 22nd & Tuesday 23rd April 2024

Starting Date: September 2024

Following the retirement of our current Headteacher, the Management Committee of Ealing Alternative Provision (EAP) are seeking to appoint a Headteacher with strong leadership skills and a drive for continued improvement to lead the next phase of our development.

This is an exciting opportunity for a new leader to build on our current success, to bring a fresh perspective on whole school improvement and to build on current successes to enhance our student and staff experience. EAP is the London Borough of Ealing's alternative provision for students requiring education outside mainstream school. It is located in an attractive purpose-built site that is designed to accommodate a range of curriculum and pastoral delivery models, group and individual.

It is a well-regarded and established provision with a flexible approach that is aspirational for its students. EAP has a culturally diverse, vulnerable student population, who have been permanently excluded from school; are without a high school place and are referred by LB Ealing's Fair Access Panel. Some students are referred for interim provision via our SENAS service and pupils with medical needs can be referred via the EAP Inclusion Gateway Portal on our website. The provision's roll is on average 120 students each year with some students reintegrating to high school and on dual registration. Ealing schools are working to reduce exclusions of vulnerable groups and we aim to work with our partnership of high schools and the local authority to support preventative and innovative options going forward.

We have high expectations of all our students and are proud that they leave school with appropriate qualifications and skills that prepare them for life as young adults. We take pride that nearly all our students are able to access post-16 provision after Year 11 and we have invested in ongoing EAP support to ensure our students sustain their pathway into Year 12. We offer a supportive and vibrant learning community and outstanding CPD to our staff. We are currently taking part in the DFE funded Alternative Provision Specialist Taskforce project (APST) and are at the forefront of reducing youth violence with various projects on site and in the locale.

The successful candidate will:

- Have substantial leadership experience as a Headteacher, Deputy Headteacher or equivalent role
- Have a strong commitment to providing an excellent learning environment for students who have been excluded and/or find school challenging
- Be able to work with the Management Committee to build on current success
- Have the ability to inspire, challenge, and motivate students and staff
- Be able to manage and utilise resources to the benefit of the EAP community

The school has:

- A strong, stable and experienced leadership team
- A dedicated and loyal team of staff
- A committed and experienced Management Committee
- Strong staff and student relationships (Ofsted 2019)
- An ethos of excellence for all where students are supported to achieve their best

Please see our new website for more information on EAP www.ealingalternativeprovision.org.uk

Ealing Alternative Provision is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Successful candidates will undergo reference checks with previous employees and an enhanced Disclosure and barring check.

Job Description

Accountability

Responsible to:

EAP Management Committee

Responsible for:

Carrying out duties in line with the conditions of employment as set out in the current School Teachers' Pay and Conditions document, the Headteacher Standards 2020 and the policies and procedures of the Management Committee. This job description and person specification reflects the Headteachers' Standards (2020)

[Headteachers' standards 2020 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/headteachers-standards-2020)

Section 1: Ethics and professional conduct is at the core of the standards and of our expectations of the behaviour and attitudes of our Headteacher.

Section 2: Headteachers' standards cover interlinked domains of the Headteacher's role all underpinned by the governance and accountability domain.

Culture and ethos

- School culture
- Behaviour
- Professional development

Curriculum and teaching

- Teaching
- Curriculum and assessment
- Additional and special educational needs

Organisational effectiveness

- Organisational management
- School improvement
- Working in partnership

Governance and accountability

Core purpose

- To provide vision and dynamic leadership to EAP to build on its exceptional success at safeguarding and supporting the education and welfare of children and young people outside of the mainstream school system.
- To inspire, challenge, motivate and empower all members of the EAP community to carry the vision forward.
- To manage EAP's resources effectively and creatively and cultivate a safe environment that allows students to get back on track and achieve their true potential.

KEY RESPONSIBILITIES

Our Headteacher will:

- Work with a strong and supportive Management Committee to maintain a clear vision and strategy for what makes exceptional alternative provision and ensure that this is clearly articulated, shared, and acted upon by the whole EAP community.
- Work in partnership, through a system-wide approach that ensures EAP contributes to an area wide culture for inclusion.
- Promote an ethos characterised by outstanding behaviour for learning where students take pride in the EAP community, have respect for others and respond positively to the high standards expected of them.
- Have a commitment to safeguarding and promoting the health, safety and welfare of students providing an inclusive climate where students feel secure and valued.
- Develop and implement an appropriate curriculum (on or offsite) to meet statutory requirements which caters for the diverse needs, experience, interests and aptitudes of our students given their individual educational and personal circumstances.
- Oversee an appropriate staffing structure and support all staff to achieve high standards and promote a collaborative learning culture to secure maximum engagement, progress and levels of attainment for all students across all types of provision.
- Manage finance and resources astutely to maximize their use and value, including effective budgeting, applying resources to deliver the curriculum and needs of EAP, strong contract management and regular reporting of financial status to the Management Committee.
- Develop and sustain effective relationships with the Management Committee and local authority to ensure effective governance of EAP.
- Build, develop and maintain effective relationships with all members of EAP, families, local schools, commissioned alternative provision providers and wider community to enhance the education of all students.
- Be a proactive partner with the local authority and Ealing schools to reduce exclusions and play a key role to develop the preventative strategy across the borough, including EAP's outreach approaches.
- Carry out any other such duties as the Management Committee may reasonably direct.

This job description may be amended at any time after discussion with the Management Committee.

EAP is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We follow safer recruitment procedures for all appointments to EAP.

In your supporting statement please address the criteria in the person specification highlighted in **bold italics** in a numbered format giving examples of recent experience and evidence.

Key:

A: Application form/statement

C: Certificate

I: Interview

Person Specification

Qualifications and leadership experience

1.	Graduate with qualified teacher status	C
2.	<i>Recent evidence of success and relevant professional development across career (NPQH desirable)</i>	<i>A/C</i>
3.	<i>Significant senior leadership experience as a Headteacher or Deputy Headteacher or equivalent role in a culturally diverse alternative provision setting or high school</i>	<i>A</i>

Knowledge and Experience – Culture and Ethos

4.	<i>A proven track record of developing and sustaining the ethos, strategic direction, and establishing a positive culture in a school or alternative provision</i>	<i>A/I</i>
5.	<i>Experience of establishing and sustaining inclusive culture and practices to ensure effective safeguarding, positive behaviour management and a student focused effective learning environment</i>	<i>A/I</i>
6.	<i>Commitment to the professional development of all staff balancing the needs of the whole provision, teams, and individuals at all stages of their careers</i>	<i>A/I</i>
7.	<i>Understanding of preventative strategies and ability to work with key partners to reduce exclusions</i>	<i>A/I</i>

Curriculum and Teaching

8.	Experience of using target setting, data analysis and curriculum innovation to improve performance and raise attainment	I
9.	Commitment to establishing and sustaining high-quality expert teaching across all subjects using evidence informed approaches	I
10.	<i>Direct experience of promoting the welfare and wellbeing of students with additional/special needs, especially those with SEMH, and motivating them to access the curriculum and learn effectively</i>	<i>A/I</i>

Organisational Effectiveness

11.	Strong financial awareness with the ability to understand, plan and manage the budget effectively to ensure efficiency and value for money	I
12.	<i>Experience of HR and performance management, including the ability to challenge poor performance robustly</i>	<i>A/I</i>
13.	<i>Evidence of impact from effective self-evaluation and development planning</i>	<i>A/I</i>
14.	<i>Experience of forging constructive external relationships, working in partnership with parents, carers and the local community and other organisations, including understanding the roles of agencies within the wider spectrum of children's services</i>	<i>A/I</i>

Governance and Accountability

15.	Understanding of effective governance and the ability to build and maintain a successful working relationship with the Management Committee and local authority	I
16.	<i>A clear understanding of current and proposed educational policy and the legal framework within which alternative provision PRUs and schools must operate</i>	<i>A/I</i>

Skills and Personal Qualities

17.	Leading by example with integrity, empathy, ambition and optimism to inspire and motivate others	I
18.	An effective and creative communicator (oral and written) with excellent organisational skills	I
19.	<i>Ability to solve problems creatively and decisively when dealing with complex issues</i>	<i>A/I</i>
20.	<i>Ability to work under pressure, prioritise and delegate effectively</i>	<i>A/I</i>



Application Process

Application form: All applicants must complete the Headteacher application form available at: [Headteacher, Ealing - Tes Jobs](#)

Or via our website following the link on:

<https://jobs.ealing.gov.uk/ealing-school-filter/>

CVs or other forms will not be accepted

Guidance notes on completing the supporting statement:

A shortlist will be drawn up on the basis of the application form and supporting statement only.

Candidates should pay particular attention to the person specification and ***address the criteria highlighted in bold italics*** in a numbered format giving examples of recent experience and evidence.

For each of the highlighted criteria briefly outline:

- Your role at the time
- The action that you took and the skills that you used
- The outcome and impact of your actions

Please also add a concluding section outlining how you believe that your educational philosophy and experience has prepared you for the role of Headteacher at Ealing Alternative Provision.

The supporting statement should be no longer than 3 sides of A4 (Arial 11-point font size)

Please save the application form and supporting statement (if separate to the application form) with your first and last name and EAP in the title of the file.

Recruitment timeline

Candidate visits: All candidates are advised to visit EAP before applying. Please contact the Headteacher's PA Claire Duffy hr@eap.ealing.sch.uk to arrange a visit.

Closing date:

Completed applications should be submitted by email to Claire Duffy hr@eap.ealing.sch.uk by **Monday 15th April 2024 at noon**

Interview dates: Monday 22nd April & Tuesday 23rd April 2024

A shortlist will be drawn up at the end of the first day to agree candidates to be invited to the final interview panel on the second day.

Start date for post: September 2024

By public transport:

From Ealing Broadway Station take the E1 or E11 bus to Drayton Green and then it's a 5 minute walk

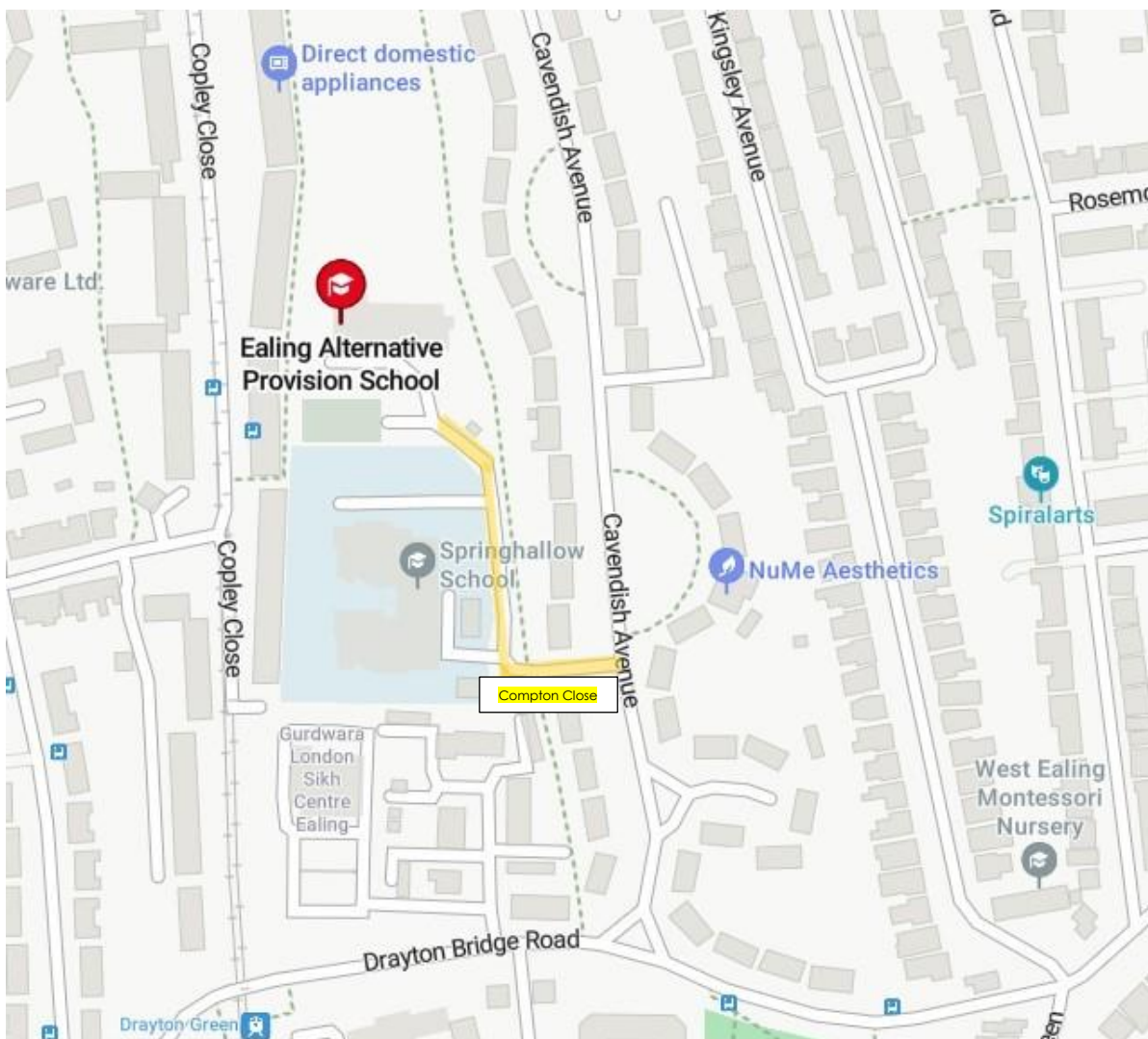
Walk from Drayton Green Station (approximately 5 minutes walk)

Walk from West Ealing (approximately 10 minutes walk)

From Greenford Broadway take the E1 to Drayton Green and then it's a 5 minute walk

By car: There are visitors car parking spaces on site

By foot: For ways to walk to Compton Close please visit <http://walkit.com/>





Contact details:

Ealing Alternative Provision

Compton Close

Ealing W13 0LR

Email: hr@eap.ealing.sch.uk

Tel: 020 8991 8570

Please do look at our new website for information on EAP as a whole and what we offer:

www.ealingalternativeprovision.org.uk