

**School Partnership Lead**

**Candidate Information Pack and Application Form**

Closing date: 20/12/2021

**Contents**

[**Overview** 3](#_Toc79420025)

[**Role description and responsibilities** 4](#_Toc79420026)

[**Person Specification** 5](#_Toc79420027)

[**Terms of Appointment** 5](#_Toc79420028)

[**How to Apply** 6](#_Toc79420029)

[**Selection** 7](#_Toc79420030)

[**Candidate Application Form** 8](#_Toc79420031)

[**References** 11](#_Toc79420032)

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| **Overview** |
| The Department for Education (DfE) is funding a 3-year programme to improve pupil behaviour and culture in schools.The Behaviour Hubs programme, launched in April 2021, pairs schools and Multi Academy Trusts (MATs) with exemplary behaviour practices, called Lead schools or MATs, with Partner schools or MATs who want and need to improve pupil behaviour.The programme, based on Tom Bennett’s [Creating a Culture: how school leaders can optimise behaviour](https://www.gov.uk/government/publications/behaviour-in-schools), is flexible with a tailored offer of support depending on Partner schools’ circumstances but all Partner schools can expect to get support with:* diagnosing specific areas of improvement
* designing and developing new approaches to addressing poor behaviour
* developing clear, sustainable behaviour cultures for all pupils

The programme is supported by a team of Behaviour Advisers, led by Tom Bennett, made up of a panel of experts who provide strategic advice and support programme development. The behaviour advisers bring experience from across the school sectors, including alternative provision and special schools, providing broad representation of all schools and their specific needs.Our delivery partner, Education Development Trust (EDT) manage the delivery of the programme. EDT are the central point of contact for Lead and Partner schools. After a successful first year, the Behaviour Hubs programme is expanding. To support its successful expansion the DfE is looking to recruit four School Partnership Leads. We are seeking applications from individuals with credible school experience who can provide evidence of:* Experience of teaching and leading
* Experience of implementing change in internal and external organisations
* Understanding of effective change management including audit and action planning
* Familiarity and adherence to the behaviour principles outlined in Tom Bennett’s “Creating a Culture” report, the national picture of behaviour and current behaviour policy

Our delivery partner – EDT will task manage the School Partnership Leads.[Download the behaviour hubs programme brochure](https://www.educationdevelopmenttrust.com/EducationDevelopmentTrust/files/4b/4b87ab1f-dd3a-433c-8cc4-d1f54ddd8bf1.pdf) more information.  |
| **Role description and responsibilities**  |
| To ensure effective implementation of the Behaviour Hubs programme. The work of the School Partnership Leads will include:* Providing 1-2-1 coaching and support to Lead Schools, ensuring they have an excellent understanding of the programme and its principles
* Managing the relationship between Lead and Partner schools and supporting Lead Schools to support Partner schools in ensuring effective action planning and implementation
* Providing performance oversight of the Lead and Partner schools and provide support and challenge to achieve the objectives, escalating any risks or issues
* Signing off school action plans and school event agendas
* Attending school networking events and open days (building relationships, gathering intelligence, monitoring and supporting quality of events)
* Working with the Behaviour Adviser team and the delivery partner (EDT)\_ to identify programme improvements
* Promoting the programme’s training and support services to Lead schools
* Assisting with the recruitment of partner schools by coordinating communications to eligible schools
* Obtaining content from schools for the programme newsletter circulated by the delivery partner (EDT)
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| **Person Specification**  |
| Successful candidates will need to demonstrate that they meet **all** the essential criteria below and any of the desirable criteria.We welcome applications from individuals with credible leadership experience for behaviour and change management. Given the expected time commitment (detailed below), these roles may be most suitable for individuals who are not currently in full-time employment. **Essential Criteria**You will need to demonstrate:* Familiarity and adherence to the behaviour principles outlined in Tom Bennett’s “Creating a Culture” report, the national picture of behaviour and current behaviour policy
* Experience of supporting the effective implementation of system change
* Experience of working with schools and/ or MATs

*or** The ability to quickly establish strong working relationships with school and Trust leaders

**Desirable Criteria**You should also demonstrate at least one of the following:* Qualified Teacher Status
* Understanding of different settings (alternatively employing one Primary, one Secondary and possibly an AP/SS background)
* Experience or understanding of working with MATs
* A clear understanding of excellent practice for improving behaviour cultures and ability to communicate/ present to a range of key stakeholders
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| **Terms of Appointment** |
| This is a time limited appointment with work contracted to take place between March 2022 and March 2023. Further work is subject to review. School Partnership leads will support a number of schools (and MATs subject to experience). This role is envisaged as a team of up to four people working a minimum of 3 days per week, but this is flexible, and we will consider candidates interested in a full-time position. The role has been assessed as **inside of IR35** and therefore is subject to PAYE. School Partnership Leads will receive an umbrella rate of up to £350 per day (i.e. before payroll deductions) excluding VAT depending on relevant skills and experience.Successful applicants will be required to register with **Alexander Mann Solutions** under the **CCS Public Sector Resourcing (PSR)** **Framework**, who will be responsible for the management of contracts. Applicants currently in employment are responsible for obtaining consent from their employer to apply for these roles. Applicants should also check whether their employment contract contains any restrictive covenants that would prevent them from accepting a post, if they are successful in securing one.Applicants who are currently full-time employed by a school, Trust or LA may be able to fulfil one of these roles via a secondment arrangement. This would need to be subject a specific agreement between the Department and the applicant’s employer. Applicants will be expected to meet the time commitment set out above. Appointments will be subject to successful BPSS checks.LocationHome working with occasional travel.  |
| **How to Apply** |
| The closing date for submitting this applications pack is **5pm 20th December 2021.**We cannot accept applications submitted after this closing date/time.To apply for one of these roles please submit the application form below, the contact details of two referees, and a CV/ job history (maximum 2 sides) by email to: behaviour.hubs@education.gov.uk.Please email Emily.haquin@education.gov.uk if you have any questions or require further information about these roles. |

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| **Selection**  |
| **Application**Applicants will be given a numerical score for how well they demonstrate each of the essential criteria. Candidates will also be given a single numerical score for how well they evidence meeting any or all of the desirable criteria. See evaluation criteria section below for details of the scoring used. Candidate applications will be scored and moderated. Candidates who score 16 and above will be shortlisted and the highest scoring candidates will be invited to interview. If we receive large numbers of applications, candidates will be initially sifted on essential criteria 1 and 2. Candidates who score 8 or above will go through to the full sift where all criteria will be considered and scored as above. Scoring may also take account of experience demonstrated in the submitted CV/ job history.Applicants will be informed if they have been successfully shortlisted for interview in the w/c 3rd January. Only applications from individuals will be accepted. |
| **Interview**Interviews will take place in the w/c 10th January. |
| **Final Selection**Selection will be made by a panel who will make a recommendation to the Behaviour Hubs Team. Successful applicants are expected be in post by mid-March.  |

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| **Candidate Application Form** |
| **\*** | Title: Surname(s):Forename(s):  |
| **\*** | Address for Correspondence: |
| **\*** | Primary contact number: Email address:  |
|  | **Essential Criteria**Please set out below how you meet the following essential criteria in the boxes below. Candidates should answer as fully as they can giving examples to illustrate their answers where possible. |
| **1.** | ***Insert your answer here demonstrating how you meet essential criteria 1. (250 words max)***  |
| **2.** | ***Insert your answer here demonstrating how you meet essential criteria 2. (250 words max)*** |
| **3.** | ***Insert your answer here demonstrating how you meet essential criteria 3. (250 words max)*** |
|  | **Desirable Criteria**Please set out below how you meet any or all of the following desirable criteria in the boxes below. Candidates should answer as fully as they can give examples to illustrate their answers where possible. |
|  | ***Insert your answer here demonstrating how you meet any or all of the desirable criteria. (250 words max)***  |
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|  | **Actual and potential conflicts of interest**  |
|  | ***Please insert your answer here. If there are no conflicts to declare, please state not applicable.*** |
|  | ***There are no conflicts to declare.*** |
|  | **Candidate declaration**I confirm that all the information included in this expression of interest is correct.Signature: Name: Date:  |

**Evaluation criteria**

Expressions of interest and interviews will be evaluated using a 6-point scale (0 to 5), as set out below. Evaluators will assign a score to each evaluation and interview question response. Evaluators will make appropriate notes to validate all scores awarded.

In general terms, higher scores will be awarded when the evidence provided demonstrates and provides high confidence in reliable delivery of the required Services. Lower scores will be given when the evidence provided does not demonstrate and/or provide confidence in reliable delivery of the requirement as specified. The criteria for each score are set out in the table below.