

# Teacher for Internal Alternative Provision Job Pack



# **CRAMLINGTON** LEARNING VILLAGE



*Where everyone plays a part in the future of our students*





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**Cramlington Learning Village is a great place to work - you are always busy but people still take time to look after one another.**

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# WELCOME

## A MESSAGE FROM OUR CO-HEADTEACHERS

**Welcome to Cramlington Learning Village** and thank you for your interest in applying for a role at this school. We believe CLV is a fantastic place to work where everyone is responsible for the safety, wellbeing, development and progress of our students.

We are a comprehensive secondary school with 2000 students, which although large in scale, feels like a smaller community school where every student feels known and cared for. We pride ourselves in our core principles - that 'we are a school built on respect, which develops resilient learners, expert readers, knowledge explorers and responsible citizens.'

These next few pages will tell you more about our ethos and school culture, and what it is like to work here, whatever the role in the organisation. We hope that, along with the specific information attached on the role and person specification, you find this document helpful in making an informed decision on whether Cramlington Learning Village is a place where you will enjoy working in and where you can make a positive difference to our students.

We look forward to meeting you and if there is anything we can do to give you more information, we are always happy to help.

**Mr. Jon Bird and Ms. Kim Irving**





# WHY JOIN US?

- We believe this is a school which is built on positive relationships. Although we are a big school we like every single member of staff to feel known and valued
- The CPD offer for teaching staff and TA's is a real strength of the school and includes an annual teaching and learning conference across two training days
- There is a supportive induction process for every new member of staff
- We offer support for staff at every level through a clear line management structure
- We pride ourselves on our staff development, and will work with you to ensure you feel supported and challenged in your role
- The school is committed in promoting positive mental health and wellbeing across the staff - we have a staff wellbeing and mental health charter written 'by staff, for staff'



**“ As a member of support staff I know I have a key part in helping the school be strong and successful - you always feel part of the team. ”**

- The school supports the 'Cycle to Work' scheme
- Competitive salaries are offered in a variety of posts at different levels
- Where we can, we offer generous annual leave
- Free staff parking available
- We have partnered with CLASS insurance who provide Digital Health assessments, Online Mental health training, 24/7 Counselling and Physiotherapy consultations for all staff
- Strong pension schemes (Local Government Pension Scheme for Support Staff and Teachers Pension Scheme for Teachers).





# NEXT STEPS

Included in the following pages you should find information on the advertised role, including the job description and the personal specification. The application form will give you an opportunity to share your details and qualifications with us, along with your employment history.

As a school that strives to recruit all our staff as safely as possible, we also include our safer recruitment policy and information on the safeguarding checks that will be undertaken.

If there is anything else which will be helpful to you, or if you need more information, please do not hesitate to contact our Office Manager via [recruitment@cramlingtonlv.co.uk](mailto:recruitment@cramlingtonlv.co.uk)

Registered in England and Wales Co No: 07730940

Co-headteachers: Mr J Bird/Ms K Irving  
11-18 Secondary School of 2000 pupils including 280 in the Sixth Form

**Post Title: Teacher for Internal Alternative Provision**  
**Salary: MPS1 - UPS3 as appropriate**  
**Contract: Temporary until 31 August 2027**

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We are looking for an enthusiastic and committed individual to manage the school's alternative education provision, which caters for students in Key Stage 3. Students join us for short term placements before transitioning back to our mainstream provision. You will help shape an inclusive high quality learning environment and contribute to developing a range of support and provision so that all children thrive and can be successful. We are looking for an inspirational teacher so that our children, especially those who struggle to access the mainstream attend well and make the progress that helps them succeed in life. They will ensure and maintain a positive, calm learning environment, playing a vital role in shaping the curriculum, behaviour management and pastoral care to help our students achieve their full potential.

Cramlington Learning Village was graded Good in all categories in its last Ofsted Inspection.

Cramlington Learning Village is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS disclosure will be required for this post.

Please note: the postholder will be engaging in regulated activity, working mainly or wholly with children. This position is exempt from the Rehabilitation of Offenders Act 1974. It is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children. Shortlisted candidates should be aware that online searches may be done as part of pre-employment checks.

Further details and application forms are available via our website at [www.cramlingtonlv.co.uk](http://www.cramlingtonlv.co.uk) or by contacting [recruitment@cramlingtonlv.co.uk](mailto:recruitment@cramlingtonlv.co.uk), to whom completed application forms should be sent to arrive no later than **midday on 16th June 2025**.

## **Job Description**

Job Title:	Teacher for Internal Alternative Provision (Aspire)
Reporting To:	Deputy Headteacher JLV
Contract Type:	Full time, Temporary until 31 August 2027
Clients/ Liaison with:	Head/Deputies, teaching/support staff, LEA Representatives, external agencies and parents

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### **Main Responsibilities:**

To carry out the professional duties in accordance with academy policies and under the direction of the Coheadteacher / Deputy Headteacher.

To develop teaching and learning within the Aspire provision (Key Stage 3) To support students to reach their potential.

To deliver high quality teaching and learning and monitor progress through target setting and effective and appropriate assessments.

To liaise with departmental and pastoral staff to ensure learning is effective and to smooth any planned transition.

To support students transitioning to the next stages of their education.

To work closely with parents, carers, staff and other agencies to provide the very best student support.

To work within the behaviour management policy developing strategies to create a positive and inclusive learning environment.

To deliver PSHE and Careers education in liaison with subject leads.

To act as a form tutor providing pastoral care and mentoring for students.

To contribute to other intervention hubs as and when needed - reset, base.

To assist with activities on induction / taster days / open days etc.



To carry out duties with full regard to the school's Child Protection, Equality and other relevant policies in the terms of employment and service delivery to ensure that colleagues are treated and services delivered in a fair and consistent manner.

To safeguard and promote the welfare of all children and young people at Cramlington Learning Village and adhered to all safeguarding policies and procedures.

To comply with health and safety policy and systems, report any incidents/accidents/hazards and take a proactive approach to health and safety matters to protect both yourself and others.

### Person Specification

Key to assessment methods: (A) application form, (L) letter, (I) interview, (O) Lesson Observation, (R) references, (P) presentation, (C) recruitment checks

	Essential	Desirable
<b>Knowledge &amp; Qualifications</b>  Assessed By: A,L,I	<ul style="list-style-type: none"> <li>• QTS</li> <li>• Relevant degree or equivalent.</li> <li>• Willingness and ability to obtain and/or enhance qualifications and training in the post.</li> </ul>	<ul style="list-style-type: none"> <li>• Positive Handling</li> <li>• Counselling or mentoring qualification</li> </ul>
<b>Experience</b>  Assessed By: A,L,I	<ul style="list-style-type: none"> <li>• Experience of working in an Alternative Provision or PRU.</li> <li>• Experience of working with students with SEND issues.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working with families to support students</li> </ul>
<b>Skills &amp; Competencies</b>  Assessed By:	<ul style="list-style-type: none"> <li>• Excellent communication and listening skills.</li> <li>• Ability to respect and maintain confidentiality.</li> <li>• Ability to relate to students and to recognise potential safeguarding issues.</li> <li>• Efficient and effective organisational skills.</li> <li>• Ability to work alone and as part of a broader team.</li> </ul>	
<b>Disposition</b>  Assessed By:	<ul style="list-style-type: none"> <li>• A strong commitment and interest in the welfare and education of all students.</li> <li>• Problem solver.</li> <li>• A flexible approach and strong work ethic.</li> <li>• A commitment to safeguard the welfare of children for whom you have responsibility or come into contact with, to include adhering to all specified procedures.</li> </ul>	





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