



Active
Learning
Trust

Candidate Pack
Behaviour Manager
May 2026



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Dear applicant



Thank you for your interest in joining the Active Learning Trust. I know that choosing where to build your career is a big decision, and before I share the details of the role, I want to tell you why this is such a special place to work.

At ALT, we do things differently. We are a values-led organisation that believes our people are our greatest strength. We invest deeply in the adults who work with us, because when we help our colleagues grow, our pupils thrive. Ours is a community built on trust, care and ambition – where every member of staff is encouraged to discover their strengths, take opportunities, and know that their work is shaping brighter futures for the children in our care.

We don't see education as just a system; we see it as a moral mission. Every day, our staff bring energy, compassion and commitment to their roles, united by the belief that every child deserves the very best. We stand alongside you with high expectations, professional development, and unwavering support so that together we can achieve extraordinary things.

If you share our values and our passion for making a difference, we would be delighted to hear from you. I look forward to the possibility of welcoming you into our Trust – a place where people matter, potential is nurtured, and purpose drives everything we do.

With warm regards,



Lynsey Holzer
Chief Executive Officer

Active Learning Trust

Overview

Our multi-academy Trust was originally established in 2012 and is currently made up of 1,600 staff across 21 schools in East Anglia, serving over 8,600 young people and their families. Our shared Trust mission of delivering excellence to ensure our young people can thrive and prosper is at the heart of everything we do.

Our trustees fulfil their duties through our Trust Leadership Team, which includes our central team and school leadership teams, working together as one unified organisation with joint accountability. We have an established central team that is not only knowledgeable but also driven by an imperative to deliver the very best for the young people in our care.

At Active Learning Trust, we are restless for excellence and improvement so that our children can thrive and prosper. Deeply rooted in the heart of our communities, people choose to join our trust because we make a difference. We explore the art of the possible to find the right solutions for our children, our people and the wider education sector.

Our Team

Our team is made up of experts across all specialist areas, including education, finance, HR, communications and marketing, estates, governance, procurement, data and IT. Their skills allow us to deliver shared savings and, more importantly, provide essential services to schools, enabling school-based leadership to focus on improving outcomes for pupils in the broadest sense.

- We know our schools exceptionally well and we offer both honest reflection and evaluation of our strengths and areas for improvement.
- We have clear and appropriate plans for continuing to improve the quality of education and pupil achievement.
- We encourage and celebrate the individual characteristics of each of our schools and provide them with a good balance of autonomy central oversight and accountability.

Our People-First Philosophy

At Active Learning Trust, we invest in you from day one. We love working with specialists that are united by their skills and passion for shaping the future of education. We provide tailored coaching, leadership training and clear progression pathways that turn roles into fulfilling, lifelong careers. Guided by our values of open dialogue, bold thinking and supportive teamwork, we put your growth and well-being at the heart of everything we do - so you can focus on making a real difference in our schools and beyond.

Our Values

At the heart of our Trust are five core values that shape our culture and guide every aspect of our work. They influence our interactions, decisions and strategic direction, and they unite our school communities.



I aspire, we achieve



We're curious, creative and bold



A family, not a house share



Comfortable being candid



Humour, humility, humanity



“

ALT creates environments where professionals can be bold and courageous in their practice, bringing about excellent outcomes for both students and staff. Our students receive the best standard of education from practitioners who are motivated to give their best as they are supported by a Trust that treats all with humanity, humility and humour!

More personally, I'm grateful for the CPD and career opportunities presented to me, that have allowed me to grow from an NQT into a Headteacher in 8 years.

Louise Creed
Headteacher, The Albert Pye
and Ravensmere Schools Federation

Our Schools

Active Learning Trust encompasses 21 schools across East Anglia – eight in Cambridgeshire, 12 in Suffolk and two in Norfolk.

Our schools fall naturally into three designated geographical sub-regions – Ipswich, Norfolk & North Suffolk, and mid Cambridgeshire. This allows the Trust to apply 'hub' level school-to-school support and collaborative working along with other mutually supportive arrangements. The synergy this creates has become a key way of working for our teams and continues to develop further over time.

For more information on our schools, please visit our website.

[View our schools](#)



Job Vacancy

Behaviour Manager

Leading behaviour with clarity, purpose and impact across a whole school community

At Chantry Academy in Ipswich, we are looking for a skilled Behaviour Manager to lead both the strategic and day-to-day delivery of behaviour support across the school. This is a pivotal role, bringing together strong leadership, sharp analysis of behaviour data and a deep commitment to inclusion to ensure high expectations are understood and consistently applied. Working closely with senior leaders and pastoral teams, the Behaviour Manager will guide interventions, support staff development and help create a positive environment where pupils feel safe, supported and ready to learn.

Summary of Key Responsibilities

- Lead the implementation and ongoing development of the school's behaviour policy, promoting consistency, high expectations and an inclusive culture
- Analyse and report on behaviour data to identify trends, evaluate interventions and inform strategic improvement
- Line manage and develop the behaviour team, ensuring effective practice in behaviour management and safeguarding
- Oversee behaviour interventions, reintegration processes and internal provision, ensuring they are targeted, effective and data-led
- Work collaboratively with staff, families and external partners to support pupils and improve behaviour outcomes

Why Join Our Trust?

- Belong to a compassionate and inclusive trust that values you and the role you play.
- Join an experienced group of people that are fully dedicated to delivering the best for our children.
- Gain access to our VivUp employee benefit system, Cycle to Work scheme and local government pension scheme.

Contact

If you would like an informal discussion about the role, or for more info, please contact Karis Lambert, HR Manager, at: KLambert@chantryacademy.org



Location

Ipswich, Suffolk

Contract

Full-time, Permanent

Working Pattern

37 hours, term time plus 1 week

Salary

ALT Grade G
£32,046 - £35,570 FTE

Start Date

01 September 2026

Job description

Behaviour Manager

Salary: ALT Grade G
Academy Site: Chantry Academy
Reporting to: Assistant Principal - Behaviour

Main purpose

The Behaviour Manager provides strategic and operational leadership of behaviour support across the school. The post holder will line manage the Behaviour Officer and Behaviour Mentor, oversee behaviour interventions and internal provision, and ensure consistent implementation of the school's behaviour policy. A core responsibility of the role is the management, analysis, and reporting of behaviour data in order to inform interventions, evaluate impact, and drive continuous improvement in behaviour, inclusion, and pupil outcomes.

Duties and responsibilities

Strategic Leadership of Behaviour

- Lead the implementation and development of the school's behaviour policy, ensuring consistency and high expectations.
- Promote a positive, calm, and inclusive culture across the school.
- Use evidence-based approaches to improve behaviour and reduce repeat incidents.
- Provide professional advice and guidance to senior leaders on behaviour-related matters.
- Contribute to whole-school pastoral, inclusion, and safeguarding strategies.

Behaviour Data Management, Analysis and Reporting

- Hold strategic responsibility for the management of behaviour data across the school.
- Ensure accurate and consistent recording of behaviour incidents, removals, interventions, and outcomes.
- Analyse behaviour data to identify trends, patterns, disproportionate impact, and priority cohorts.
- Monitor key indicators including removals, repeat incidents, exclusions, attendance linked to behaviour, and reintegration outcomes.

- Produce regular behaviour reports for senior leaders, governors, and trust leaders as required.
- Use data analysis to evaluate the effectiveness of behaviour interventions and provision.
- Inform strategic planning, policy review, and targeted support through clear, evidence-based reporting.
- Support and quality-assure the behaviour team's use of data systems and record-keeping.
- Ensure data is handled and reported in line with GDPR and school procedures.

Line Management and Team Leadership

- Line manage the Behaviour Officer and Behaviour Mentor, providing clear direction and accountability.
- Carry out regular supervision, performance management, and professional development planning.
- Ensure behaviour staff are confident and consistent in behaviour management, de-escalation, restorative practice, and safeguarding.
- Allocate caseloads and deploy the behaviour team effectively based on data and need.
- Quality-assure behaviour interventions, reports, and reintegration processes.

Oversight of Behaviour Interventions

- Oversee the identification, planning, delivery, and review of targeted behaviour interventions.
- Ensure interventions are data-led, time-bound, and matched to pupil need.
- Lead the development and review of individual behaviour plans and risk assessments.
- Work closely with Heads of Year, SENCO, DSL, and inclusion teams to ensure a coordinated approach.
- Liaise with external agencies and attend multi-agency meetings when required.

Removal Room and Internal Provision Oversight

- Provide strategic oversight of the Removal Room, ensuring effective, safe, and consistent operation.
- Monitor standards, routines, and impact of removal provision.
- Analyse removal data to identify trends, root causes, and actions to reduce repeated use.
- Ensure structured, effective reintegration processes are embedded following removal.

Parental Engagement

- Lead on parental communication regarding significant or persistent behaviour concerns.
- Chair or attend meetings with parents/carers to discuss behaviour, progress, and interventions.
- Support constructive partnership working with families to improve outcomes.
- Ensure communication with parents/carers is professional, timely, and appropriately recorded.

Behaviour Reviews, Reporting, and Panels

- Lead and coordinate behaviour review meetings and panels.
- Oversee the preparation and quality of behaviour review reports, ensuring clarity, accuracy, and impact.
- Present behaviour data and case summaries to senior leaders, governors, or trust panels where required.
- Use review outcomes and data to refine strategy and provision.

Reintegration and Inclusion

- Oversee reintegration processes following internal removal, internal suspension, or external suspension.
- Chair or contribute to reintegration meetings, ensuring clear expectations, targets, and support strategies.
- Monitor reintegration success through data and follow-up, adjusting support where required.
- Promote inclusive practice and support vulnerable pupils, including those with SEND or SEMH needs.

Safeguarding and Student Welfare

- Act in line with safeguarding and child protection policies at all times.
- Work closely with the Designated Safeguarding Lead on behaviour-related welfare concerns.
- Ensure behaviour staff understand and follow safeguarding procedures correctly.

General Duties

- Maintain a visible presence around the school during key times.
- Attend relevant meetings, briefings, and training.
- Contribute to whole-school initiatives as directed by senior leaders.
- Undertake any other duties commensurate with the role.

Generic responsibilities of all Active Learning Trust employees

- To consistently uphold the Trust's Aims, Visions and Values.
- To work in a co-operative and polite manner with all stakeholders and visitors to promote and enhance the reputation of the academies and Trust.
- To work with children and young people within the framework of the academy in a courteous, positive, caring, and responsive manner.
- To take an active and positive role in the Trust's commitment to the development of staff and review procedures, undertaking training as required.
- To act in a professional way that is consistent with the values and expectations of the Trust.
- To be responsible for promoting and safeguarding the welfare of children and young persons.

The Active Learning Trust is committed to safeguarding and promoting the welfare of all children and young people. We expect all staff to actively share this commitment. All adults working in

our Trust in whatever capacity will be part of a thorough safer recruitment process. All appointments will be subject pre-employment checks including the taking of satisfactory references and enhanced criminal record clearance (via the Disclosure and Barring Service) in line with the need to create and maintain a safe culture.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks expected to be carried out. It will be reviewed annually in conjunction with the appraisal process and planning for the next academic year. It will be reviewed, and it may be subject to modification or amendment at any time after consultation with the holder of the post. The duties may be varied to meet the changing demands of the Trust at the reasonable discretion of the Reports to Manager.

Person Specification

Behaviour Manager

E = Essential / **D** = Desirable

Qualifications & Training		
Leadership or management qualification		D
Training in SEMH, restorative practice, trauma-informed approaches, or behaviour leadership		D
Experience		
Significant experience supporting and leading behaviour provision in a secondary school	E	
Proven experience line managing staff, including supervision and performance management	E	
Experience analysing behaviour data to inform strategy and interventions	E	
Experience coordinating behaviour interventions and reintegration processes	E	
Experience working with parents/carers to address complex behaviour concerns	E	
Experience leading or contributing to behaviour reviews and panels	E	
Experience working with school MIS or behaviour tracking systems		D
Experience contributing to whole-school behaviour strategy or policy development		D

Skills and Knowledge		
Strong understanding of behaviour management, inclusion, and pastoral systems	E	
High level of confidence in managing, analysing, and reporting behaviour data	E	

Ability to use data to identify trends, evaluate impact, and drive improvement	E	
Excellent written skills, including producing professional behaviour reports	E	
Strong leadership, organisational, and communication skills	E	
Secure understanding of safeguarding and child protection responsibilities	E	

Personal Qualities		
Embodies of the Active Learning Trust's values: <ul style="list-style-type: none"> - I aspire, we achieve - We're curious, creative and bold - A family, not a house share - Comfortable being candid - Humour, humility, humanity 	E	
Commitment to uphold the seven principles of public life (the Nolan principles) at all times	E	
Commitment to maintaining confidentiality at all times	E	
Calm and consistent leadership approach	E	
Resilient and effective under pressure	E	
Analytical, reflective, and solution-focused	E	
Ability to motivate and develop others	E	
Equal Opportunities		
Commitment to inclusion, equality and diversity	E	
Safeguarding		
Commitment to safeguarding and promoting the welfare of children and young people.	E	

Application Process

How to Apply

You can browse and apply for all Active Learning Trust vacancies by clicking the link below to access our recruitment platform. Once you have found the corresponding vacancy, click on the 'Apply Now' button to begin your application. You can save your application and return to it at any time. Please ensure you have completed and submitted your application before the deadline shown on the job advert.

[View current vacancies](#)

Hints and Tips

To increase the chance of your application being considered for the role, please follow these steps:

- Use the Person Specification document to write your application. Consider using the headings and give examples where possible.
- Check for punctuation and grammar errors.
- Ensure your first referee is from your current or most recent employer. If you are employed within a school or academy, ensure you list your Headteacher as your first referee.
- All gaps in employment history must be explained. This should start from the date you left full-time education, including the summer holiday.



Useful Information

As an equal opportunities employer, we welcome applications irrespective of race, gender, religion, disability, sexual orientation and/or age. We value the individuality and creativity that every worker potentially brings to the workforce.

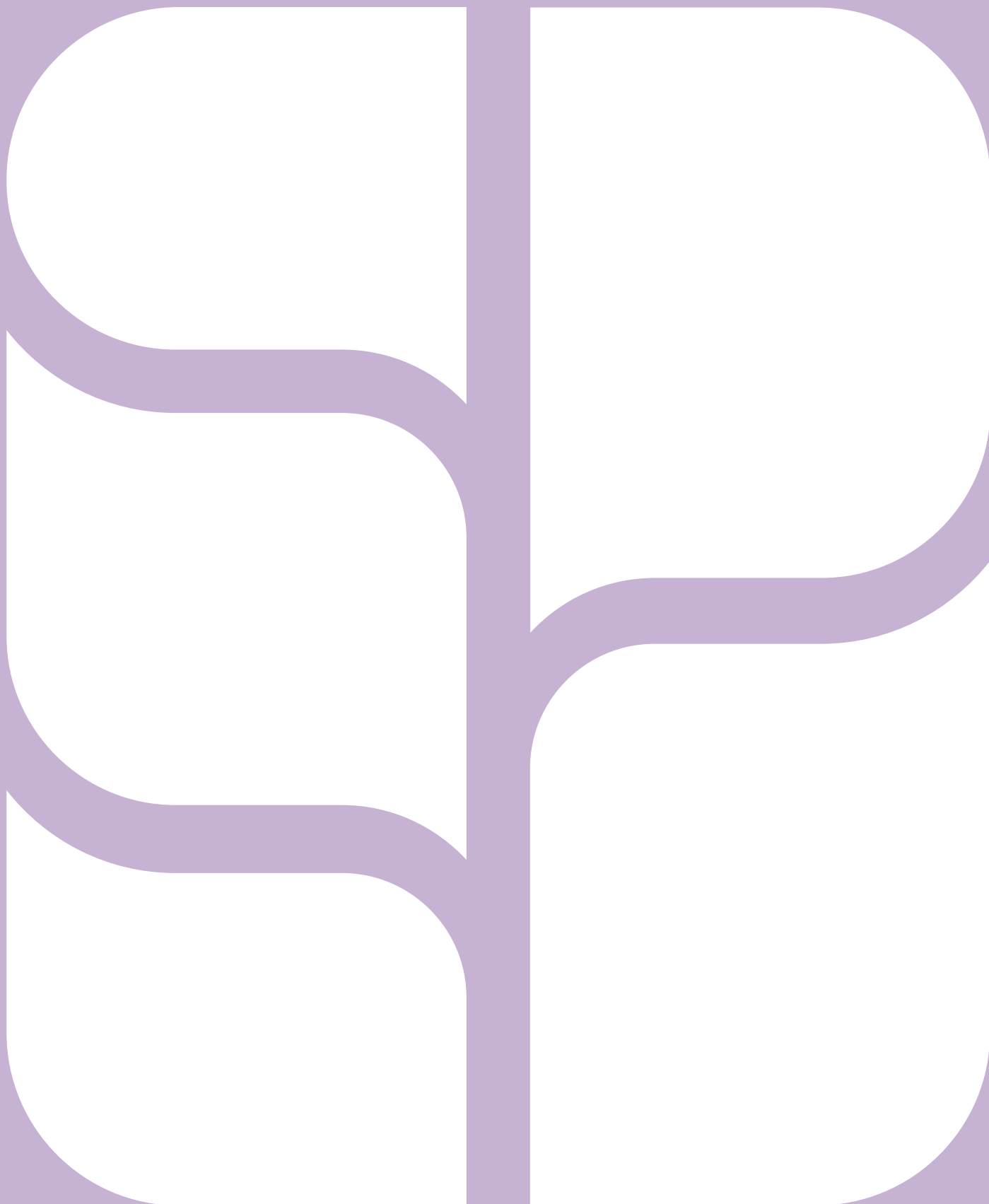
No CVs are accepted in line with requirements of Keeping Children Safe in Education, therefore all applications are required to be completed using the MyNewTerm platform.

The Active Learning Trust reserves the right to interview and appoint prior to the advert closing date. With this in mind, we encourage you to apply as soon as possible.

The Active Learning Trust is committed to safeguarding and promoting the welfare of all children and young people. We expect all staff to actively share this commitment. All adults working in our Trust in whatever capacity will be part of a thorough safer recruitment process. All appointments will be subject to pre-employment checks including the taking of satisfactory references and enhanced criminal record clearance in line with the need to create and maintain a safe culture. Please be advised that references may be requested prior to interview for roles within our academies, where permission has been given to do so via MyNewTerm.

Candidates are advised that, if shortlisted for interview, they will be subject to an online search of information in the public domain.

This post will come under the requirements of the Childcare (Disqualification) 2009 Regulations and the successful applicant will be required to complete a declaration form to establish whether they are disqualified under these regulations.



www.activelearningtrust.org