

## **Assistant Principal**

Stephenson (MK) Trust – Bridge Academy

### **Job Profile**

Post Title: Assistant Principal – Inclusion/Primary specialism

Location: Bridge Academy

Accountable to: Principal

Grade: Leadership Spine (L6–L10)

### **Job Purpose**

To support the strategic and operational progression of Bridge Academy. The post-holder will ensure that inclusive practice, behaviour for learning, SEND and pastoral systems are coherent, high-quality and consistent across settings.

### **Key Responsibilities**

#### **Primary Phase Leadership (Bridge Academy)**

- Strategic leadership across Bridge Academy as a whole
- Day-to-day operational management of the Bridge Academy pathways
- Line management and performance management of staff
- Delivery of staff CPD aligned to the SIP
- Monitoring pupil progress, behaviour, attendance and engagement
- Teaching commitment of up to 10 hours per week

#### **Academy wide Inclusion Leadership**

- Strategic oversight of inclusion practice across the Academy
- Quality assurance of SEND, SEMH and behaviour provision
- Development of inclusive systems and alternatives to exclusion
- Support senior leaders with complex pupil casework
- Contribution to Trust-wide inclusion and behaviour policies

#### **Behaviour, Attendance and Safeguarding**

- Strategic leadership of behaviour for learning and attendance
- Oversight of behaviour data and monitoring systems
- Deputy Designated Safeguarding Lead responsibility
- Ensure compliance with KCSIE and safeguarding legislation

#### **Leadership and Partnership**

- Member of the Bridge Academy Senior Leadership Team
- Contribution to Trust-wide school improvement activity
- Building partnerships with families, schools and agencies
- Reporting to senior leaders and governors as required

### **Safeguarding Statement**

Stephenson (MK) Trust is committed to safeguarding and promoting the welfare of children and young people. This post is subject to enhanced DBS clearance.