

Dartmoor
Multi Academy
Trust

...everyone in our Trust.

Assistant Principal - Behaviour Okehampton College





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Welcome

Dear Applicant,

Thank you for your interest in the post of Assistant Principal- Behaviour at Okehampton College, an 11-18 school situated in the heart of Dartmoor.

Okehampton College currently caters for around 1100 pupils from Years 7–13. Our children are full of potential, curiosity and individuality — and they deserve a leader who will believe in them unconditionally. We are looking for someone who will inspire staff, build strong and trusting relationships with families, and create a culture where every child feels safe, valued and able to thrive. At Okehampton College we tell the students that ‘we care, we challenge, we thrive.’ This helps to engender a sense of belonging unlike any other school.

Okehampton College is a rapidly improving school where we have adjusted our behaviour strategies to ensure that every child can succeed at school. Our systems are embedded and well understood now, and we are looking for a leader to take build the culture even further.

As our new Assistant Principal, you will have the full backing of the Trust and our local partners as you support me through the next stage of its improvement journey. You will join a leadership community that works together, learns together and shares a collective belief in the power of education to change lives.

Okehampton College is part of the Dartmoor Multi Academy Trust (DMAT), which has recently undergone a significant and positive change in leadership. The Trust’s renewed ethos is grounded in collaboration, integrity and mutual respect. We believe in empowering our leaders to lead their schools in ways that best reflect their communities, while benefiting from the strength and expertise of a connected and supportive Trust family.

Our 19 schools are diverse — ranging from one of the largest in Devon to one of the smallest in the country — and span primary, secondary and specialist phases. We work collaboratively across the Trust, sharing expertise and supporting one another, while recognising that each school serves a unique community. Our culture is one of collaboration, empowerment and trust, giving our leaders high levels of autonomy to shape provision in ways that best meet the needs of their pupils and context. As leaders, we must be unwavering in our belief that all children can and will succeed.

If you are an ambitious and compassionate leader who sees potential where others see challenge — and if you are motivated by the chance to build something transformative — we would be delighted to receive your application.

If you would like to visit the school or have an informal discussion with the principal, please contact kscrivener@okehamptoncollege.devon.sch.uk

Yours faithfully,

Gareth Smith
Principal



About Okehampton College

Our Mission

Our shared ambition is for **all** students to be caring people who embrace challenge and thrive in our society.

Values and Ethos

Our values are we care, we challenge and we thrive.



The Oke Way is our shared agreement for the sense of belonging and purpose we want all our students, staff and families to feel during their time at Okehampton College. Our values: we care – we challenge – we thrive, underpin everything we do.

We aim to create a culture of exceptionally good behaviour: for learning, for community and for life. We aim to build a community which values caring and kindness, always; where students are challenged in their thinking and challenge others to be open-minded and responsible people who can take control of their own behaviour and be responsible for the consequences of it. We aim to support students to build positive relationships in their professional and personal lives, empowering them to succeed beyond their school setting with a compassionate and well-informed voice in the world so that they can thrive.

Number of children on roll	1080
% Male/Female	48%/52%
% of children eligible for Pupil Premium	22.3%
% of EAL pupils	4.5%
Attendance (current in year)	91.5% PA 22.3%
Last Ofsted Inspection	May 2023 Requires Improvement
Number of staff	164





About Devon

Undoubtedly, one of the benefits of our Trust community is the opportunity to work in one of the most beautiful parts of the country. Its varied and stunning landscapes offer a range of activities to be enjoyed. Devon has two coastlines which include the fascinating Jurassic coast of the south, and the sandy beaches of the north.

Devon boasts two of the country's 15 National Parks and Dartmoor, with its high granite tors, provides the breathtaking backdrop to our schools. The Trust is located very near to an extensive cycle network which takes you around the county, from Drake's Trail to the Granite Way. This makes our immediate setting quite simply spectacular.

The historically significant Cathedral city of Exeter sits approximately 30 minutes' drive from many of our schools. There are major rail stations in Plymouth and Exeter, with regular links to London within two-and-a-half hours. Devon is well served by Exeter Airport and has ferry links to the continent from Plymouth.

We hope that you will have the same passion for our county, and our communities as we do.





About the Trust

The Trust is currently made up of 3 secondary schools, 15 primary schools, and an all-through specialist SEMH school. It also includes an extended wrap around care offer from 2 years. Each school is supported by the professional services team, helping over 4500 children and over 750 staff to thrive.

As a family of schools, we are committed to deepening connection with the diverse range of communities we serve. Our ambition is to ensure that the education we provide to our children is expansive, rich, and rooted in the firm foundations of trust, respect, and cooperation.

Dartmoor Multi Academy Trust
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The collage features 20 school logos arranged in two rows. The top row includes logos for The Promise School, Northew & Ashbury Primary School, Bradford Primary School, Milton Abbot School, The Faith School of Exeter, Bridgerule Life Primary, Exbourne Cote Village Primary School, Cragford Community School, Holsworth Community College, and Okehampton College. The bottom row includes logos for Okehampton Primary School, North Tawton Primary School, Blake Torrington Primary School, Rosley Cross Primary School, South Tawton Primary School, The Faith School of Exeter, Exbourne Cote Village Primary School, Holsworth Community College, Tavistock College, and a 'D.' logo.

The map below shows the geographical distribution of these schools across the Dartmoor region, with icons for each school placed over their respective locations. Key locations marked on the map include Poughill, Stratton, Cookbury, Sheepwash, Highampton, Hatherleigh, Bondleigh, Zeal Monachorum, Bow, North Tawton, Sampford Courtenay, Jacobstowe, Whitstone, Clayton, Hollacombe, Brandis Corner, Halwill Junction, Northlew Ashbury, Taw Green, Spreyton, Hittisleigh, Ashwater, Eworthy, North Tawton, South Zeal, Whitton Down, Canworthy Water, Boyton, Virginstow, Bratton Clovelly, Sourton, Melton, Okehampton, Belstone, South Zeal, Drewsteignton, Tremaine, North Petherwin, Langore, St Stephens, Lewdown, Shortacombe, Lydford, Willworthy, Gidleigh, Chagford, Moreton, Tresmeer, Tregadillett, Kenrards House, Bradstone, Brentor, Mary Tavy, Willsworthy, Frenchbee, Moreton, North B, Altarnun, Trewint, Lewannick, Lezant, Milton Abbot, Mary Tavy, Peter Tavy, Wilminstone, Postbridge, Bellever, Dartmoor National Park, Wiocombe in the Moor, Coad's Green, Stoke Climsland, Tavistock, Two Bridges, Babeny, Dartmeet, Linkinhorne, Kelly Bray, Gunnisiack, St Ann's Chapel, Minions, Kelly Bray, and Hoine.



Job Details

Salary: L12-L16

Start Date: September 2026

Closing date: 20th March 2026

Interviews: Before Easter
Break

Job Description.

This job description is not a comprehensive definition of the post. Discussions will take place on a regular basis to clarify individual responsibilities within the general framework and character of the post as identified below.

Main duties and Responsibilities

This job description is not a comprehensive definition of the post. Discussions will take place on a regular basis to clarify individual responsibilities within the general framework and character of the post as identified below.

You may be required to carry out any other duties within your capacity which the Employer may reasonably require.

Roles and Responsibilities

Core duties and purpose:

- Contribute to the values and beliefs of the school and the Trust
 - To support the Principal and Vice Principal in the smooth operational running of the school
 - Provide strategic leadership and vision which ensures explicit links within the school, and across the Trust.
 - Line lead middle leaders as directed by the Principal
 - Raise standards of student attainment and achievement and to monitor and support student progress.
 - To be accountable for overall standards and improving outcomes measured against national benchmarks in key area of responsibility
 - To develop and enhance the practice of others.
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- To lead and promote highly effective safeguarding practices in line with school policy and KCSIE
 - To be accountable for effective behaviour management, and an ambitious culture of behaviour for learning across the school.
 - To lead and support effective cultures of attendance and punctuality
 - To lead and drive outstanding inclusive cultures of belonging and care
 - To establish and maintain an environment where students and staff feel safe and enjoy and achieve.
 - To be pro-active in developing and supporting transition between key stages and year groups.



- To actively monitor and follow up student progress by identifying and providing appropriate intervention strategies.

Talent management

- Ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs.
- To undertake My Talent reviews of relevant colleagues and ensure that My Talent becomes a powerful driver for development and retention
- Ensure effective recruitment and induction of colleagues in line with school and Trust expectations
- To direct the day-to-day work of colleagues to maximise effective working

Quality assurance and monitoring

- To ensure the effective quality assurance processes.
- To establish the process of the setting of targets and to work towards their achievement.
- To establish common standards of practice within area of responsibility and to train and support colleagues in enacting these
- To monitor and evaluate standards and outcomes, identify areas for development and put appropriate plans in place to drive excellence
- To drive effective self-evaluation and improvement planning

- To ensure effective and accurate self-evaluation and improvement planning processes
- To monitor and track multiple data points to support effective evaluation and improvement planning
- To work with colleagues to formulate aims, objectives and strategic plans which have coherence and relevance to the needs of students and to the aims, objectives and strategic plans of the school.
- To lead the strategic improvement planning and quality assurance activities
- To work in close partnership with Heads of House and Academic Directors to ensure a clear synergy between the work the inclusion and curriculum teams to enable all young people to be successful
- Direct and coordinate the work of others in line with strategic and operational priorities
- Role-model effective leadership behaviours and work as part of a high-performing team

Responsibilities Specific to the Role

- Lead on the implementation of the school's behaviour policy and its consistent application.
- Line manage the House Leader and Reset Room team.
- Attend and lead SAMs (Supporting Attainment Meetings) to ensure that students are supported to succeed in the classroom.
- Use data to analyse behaviour trends and intervene as necessary
- Be the Education Visits Coordinator (EVC) for the school
- Lead on school duties



Person Specification

Criteria	Essential	Desirable
Professional Qualifications and Learning	<ul style="list-style-type: none"> • Good degree or relevant vocational qualification pertaining to the subject to be taught. • Qualified Teacher Status (QTS). 	<ul style="list-style-type: none"> • Further professional level qualifications (e.g. Masters qualifications, NPQs etc)
Experience	<ul style="list-style-type: none"> • Ability to deliver consistently highquality lessons to students of all ages and abilities. Proven record of significantly raising achievement with all groups of students across the age and ability range, and of helping them achieve impressive examination outcomes. Proven commitment to continued professional development and a readiness to reflect and self-evaluate to change, improve and develop. Good knowledge of current educational developments and • initiatives relating to the subject and their implications. An understanding of the ways children learn and how individual needs may be assessed and met. • An understanding of the strategies needed to establish consistently high aspirations and academic / behavioural standards and a commitment to relentlessly implementing these strategies. 	<ul style="list-style-type: none"> • Experience of having designed, implemented and evaluated ambitious and impactful changemanagement Experience of leading a team in the development and • implementation of a whole-school initiative that had a sustained and demonstrable impact on student progress.
	<ul style="list-style-type: none"> • Experience of delivering staff training and undertaking the professional development of teaching and nonteaching staff • Track-record of building strong team culture with high-levels of candour and psychological safety 	



<p>Skills, Knowledge and Capability</p>	<ul style="list-style-type: none"> • High levels of professional credibility with colleagues • Understanding of the roles and contributions of all stakeholders and the ability to build and maintain impactful positive relationships • Excellent interpersonal and listening skills and a high degree of emotional intelligence. • A proven ability to use data confidently to inform and diagnose weaknesses that need addressing, and an ability to plan effectively in order to raise individuals' and cohorts' outcomes. • The ability to develop positive relationships with all young people. • An effective leadership and management style that encourages participation, innovation and develops colleagues' confidence. • The ability to lead, coach and motivate staff within a performance management framework, providing professional development and effectively challenging and managing any underperformance, whilst developing the leadership skills of others. • Well-developed planning and organising skills including time • 	<ul style="list-style-type: none"> • Experience of initiating and sustaining multi-agency approaches • Experience of impactful coaching to drive improvement • Ability to design and lead effective deliberate practice for teaching and nonteaching staff
	<p>management, prioritisation, delegation and administration.</p> <ul style="list-style-type: none"> • The ability to enthuse and inspire others. • Passion, resilience, maturity and optimism to lead through day-to-day challenges while maintaining a clear strategic vision and direction. • Confidence and self-motivation to work well and be decisive under pressure. • A high level of honesty and integrity. • A firm and constant belief in the unlimited potential of every student and a commitment to inclusive educational provision. 	



	<ul style="list-style-type: none">• A relentless approach to securing the improvement of teaching and learning and inclusive practice• Committed to teamwork and working collaboratively with colleagues within the school and across the Trust• A commitment to the safeguarding and welfare of all students.• High levels of digital literacy and the ability to deploy appropriate technology to be more effective in role• Ability to use research, evidence and best practice from the wider system to inform improvement planning and implementation	
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Terms of Appointment

The position attracts a salary commensurate with its status and responsibilities. This role will be based in Okehampton College and there is a requirement to travel to schools and offices within the Trust and to be a visible leader.

Equal Opportunities

Promoting equal opportunities is fundamental to the aims, values and ethos of Dartmoor Multi Academy Trust. The Trust has a commitment to champion equality of opportunities throughout the community and actively promotes co-operation and collaboration.

The Trust recognises the enormous benefits of diverse leadership, and actively and warmly encourage applications from a wide range of backgrounds.

Safeguarding Statement

The Dartmoor Multi Academy Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share in this commitment. Any offer of employment made will be subject to receipt of satisfactory references and the satisfactory outcome of a Disclosure and Barring Service (DBS) check with children's barred list.

KCSIE online checks In line with the latest Keeping Children Safe in Education guidance

The People Team will be conducting a search of online records that are publicly available e.g., LinkedIn, news articles, etc. Such searches are only being conducted on candidates who have been successfully shortlisted and all data will be held securely in line with data protection regulations. Any concerns identified during such searches will be discussed with the candidate during the interview.

Due to our commitment to environmental sustainability, we provide a digital copy of this document. If for any reason you require this document in any other format, please contact us directly.



How to apply

Ready to join the Dartmoor Multi Academy Trust family? We welcome your interest in joining our vibrant family of schools and the exciting opportunity this role brings.

For further information and to apply for this post please visit [MyNewTerm](#)

The closing date for application is 20th March 2026

Interviews: Before Easter Break

Should you wish to have an informal chat about this position, or visit the school please contact: kscrivener@okehamptoncollege.devon.sch.uk

GDPR personal data notice

According to GDPR guidelines, we are only able to process your sensitive personal data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

We look forward to hearing from you.

