



Tisman's Alternative Provision

Job description

Post Title: Alternative Provision Manager

Reports to: Governance Team

Salary: £35,000 - £40,000 (dependent upon experience)

Location:

Main purpose of the role:

This is more than a job, this a role for those seeking to make a difference in the lives of young people. We are seeking an experienced alternative provision manager with strong relationship building skills, to be a positive role model for our young people and a compassionate leader. You will need to be able to set clear boundaries, be patient and proactive. Every day will be different; you will need to work flexibly to provide a consistent approach to supporting young people to engage and progress within their individual aims and objectives.

Leading Tisman's Alternative Provision will mean working as a part of a multi-faceted program. Our program helps young people who can't attend mainstream schools or find themselves waiting for a placement and in need of a bridge in between. Many young people need bespoke strategies to support them in attending and engaging in education and we provide this tailored approach to all.

To lead, plan, develop and deliver a high-quality activities within Tisman's Alternative Provision, supporting children and young people who have experienced challenges in mainstream settings. The manager will ensure we provide nurturing; therapeutic outdoor learning rooted in Tisman's values of connection, community and creativity.

Our ethos is Connection, Community, Creativity - Growing Potential Through Relationships, Nature and Nourishment.

At Tisman's Alternative Provision, our goal is to help children recover from difficult, often traumatic early life experiences by providing skilled, consistent, warm and affectionate care in an environment that is safe and reparative. We understand that each young person is an individual and we take pride in how we help young people to understand their identity and feel a sense of belonging within themselves as well as building healthy and nurturing relationships with others.

We remain reflective upon our practice to ensure we are all held accountable for not only safeguarding the young people but for supporting them to achieve their best possible outcomes.

We follow 3 main principles within our AP framework;



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Relational Approach – We place relationships at the heart of our work, recognising that behaviour is communication and that strong, trusting connections between pupils, staff, families and the wider community are essential for well-being, belonging and learning. Our leadership, teaching and behaviour practices are grounded in empathy, respect and consistency, adapting to meeting young people where they are through connection, curiosity, empowerment, and equity.

Green Spaces – We purposefully design and provide calm, low-arousal natural spaces within our school environments to support wellbeing and regulation, alongside the active use of outdoor environments to enhance the curriculum. Learning with and from nature builds curiosity and resilience, recognising the benefits young people gain from being outdoors while embedding sustainable practices such as responsible recycling, mindful use of resources and awareness of our carbon footprint, supporting pupils as stewards of the natural world.

Food for Growth – is a community, inclusive approach to food education that supports well-being and learning, respects diversity, culture and access, and is rooted in goodness and environmental respect. The initiative is based on an informed understanding of food and nourishment, recognising the connections between well-being, learning, and sustainability.

Responsibilities

Operational Leadership & Management

- Provide day-to-day operational leadership for the alternative provision, ensuring the smooth running of all activities, sessions, and services.
- Lead, coordinate and support instructors and team members to ensure high-quality, child-centred provision.
- Oversee planning, timetabling, resourcing, and delivery of structured sessions and activities.
- Ensure compliance with Tisman's policies, safeguarding procedures, and all relevant statutory requirements.
- Monitor the effectiveness of provision through observations, feedback, and data tracking, ensuring continuous improvement.
- Report regularly to the Governance Team ensuring robust oversight of the provision and compliance with best practice.

Planning & Delivery of Provision

- Plan and deliver engaging, age-appropriate activities for children aged 6–18, ensuring activities are individualised and engaging, meeting individual needs.
- Involve children in setting their own goals, ensuring that the child's voice is central to planning and review processes.



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- Support children in making progress across vocational, personal, and social development areas.

Risk Management & Safety

- Maintain, oversee and regularly review risk assessments for sites, tools, outdoor environments, and all session activities.
- Ensure health and safety procedures are consistently followed by team members and young people.

Child & Family Support

- Build positive relationships with children, acting as a consistent and supportive role model.
- Provide holistic support by working collaboratively within a multidisciplinary team.
- Conduct home visits when necessary to support children struggling with attendance or engagement.

Operational Tasks & Logistics

- Lead and oversee operational requirements ensuring sufficient resources, appropriate team member allocation and a seamless provision for young people.
- Ensure meals, including lunches, are prepared in line with dietary requirements and schedules.
- Lead the effective delivery of structured sessions, ensuring resources and environments are set up appropriately.

Communication & Administration

- Ensure the team maintain accurate documentation including trackers, administrative records, safeguarding reports, and progress updates.
- Communicate effectively with all stakeholders, including parents, schools, SEN officers, and Local Authorities.
- Contribute to review meetings, professional discussions, and planning sessions as required.

Safeguarding

The successful candidate is committed to child protection and promoting the welfare of young people. We expect all staff to share the same passion and commitment as our mission statement reiterates, supporting the potential to achieve.

This post is exempt from the Rehabilitation of Offenders Act 1974, and the successful applicant will be required to apply for an enhanced DBS certificate. As the post will involve regulated activity



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with children, it is a criminal offence to apply for this post if you are included on the children's barred list held by the Disclosure and Barring Service (DBS). Amendments to the Exceptions Order 1975 (2013, 2020 and 2023) provide that certain convictions and cautions are "protected". These are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Ministry of Justice website or see here [Unlock - Filtering Guidance](#). Shortlisted candidates will be asked to provide details of all unspent convictions and those that would not be filtered, prior to the date of the interview. You may be asked for further information about your criminal history during the recruitment process. If your application is successful, this self-disclosure information will be checked against information from the Disclosure and Barring Service before your appointment is confirmed.

Person Specification

<u>Education/Qualifications</u>	<u>Essential</u>	<u>Desirable</u>
Teaching qualification (QTS or QTLS), Coaching or facilitating learning.		X
Evidence of continuous professional development and commitment to further professional development. A degree or equivalent.		x
<u>Knowledge & Experience</u>		
Experience working with children with diverse needs.	X	
Experience of acting as the DSL or DDSL in a school or alternative provision.		x
Experiencing managing a team.	X	
Experience leading Forest Education or outdoor learning sessions.		X
Understanding of trauma-informed and relational practice.		x
Understanding of appropriate strategies for managing children's behaviour	x	
Strong communication and organisational skills.	X	



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Ability to work therapeutically while maintaining safe boundaries.	X	
Ability to plan and facilitate creative outdoor activities.	X	
<u>Skills & Abilities</u>		
A highly motivated, energetic and enthusiastic person who is approachable and promotes positive relationships and has high expectations	X	
Able to reflect on practice and aim to improve when necessary	X	
Provide a therapeutic environment for the young people but hold firm boundaries	X	
Able to facilitate a range of indoor and outdoor learning activities	X	
A proven track record as an excellent, creative delivery which motivates children	X	
Able to work alongside animals such as horses and goats	X	
Able to relate well to children and share their interests and enthusiasms	X	
Good administrative and organisational skills	X	
Able to communicate orally and in writing to a wide range of audiences	X	
Sound knowledge of ICT and administrative purposes	X	
Commitment to providing an effective learning environment appropriate to the need and abilities of all children.	X	
Commitment to the development and maintenance of positive partnerships between the homes, carers and the community, therapists and social services	X	
Recent participation in professional development activities and willingness to undertake other training.		X

Tisman's Alternative Provision will only accept fully completed application forms via MyNewTerm.

It should be noted that the above list of principal duties is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.