



Oscott Manor
School

Assistant Headteacher

Quality of Education

Recruitment Pack



Think
Differently
Education Trust



Table of Contents

Welcome from our Headteacher	03
About Think Differently Education Trust (TDET).....	04
About the School	05
Wellbeing	08
Job Description.....	09
Person Specification.....	13
Our Local Area	15
How to Apply.....	16



Oscott Manor School Assistant Headteacher Application Pack

Letter from our Headteacher

Dear Candidate,

Thank you for your interest in joining Oscott Manor School.

Oscott Manor is a very special community, and I am delighted that you are considering becoming part of it. We are a specialist school committed to ensuring that every pupil feels safe, valued and understood, and is given the very best opportunities to learn, develop and prepare for adulthood.

Our pupils are at the heart of everything we do. We are ambitious for them and believe strongly that specialist education should remove barriers, build confidence and enable every young person to achieve as much independence as possible.

We are also ambitious for our staff. We want Oscott Manor to be a place where colleagues feel supported, respected and empowered to develop professionally. Strong relationships, teamwork and consistency are central to our culture, alongside our school values of Ready, Respectful and Safe.

This is an exciting time to join Oscott Manor. The school continues to move forward on its improvement journey, building on the progress already made and strengthening the quality and consistency of provision across the school. We are looking for colleagues who share our commitment to high expectations, who are reflective and collaborative, and who genuinely want to make a difference to the lives of children and young people.

In return, you will join a dedicated team with a wealth of specialist knowledge and experience, where professional development, wellbeing and working together are valued. Whatever your role within the school, you will have an important part to play in shaping our future.

I hope this information pack gives you a sense of who we are, what we value and the direction in which we are travelling. If our vision and values resonate with you, I would be delighted to receive your application.

Prospective candidates are warmly encouraged to visit the school. To arrange a visit, please contact our HR department at HR@thinkdifferentlytrust.org.uk. The closing date for applications is on Thursday 17th September at 9am. Shortlisting will take place on 17th September 2026 and shortlisted candidates will be notified on the next day. Interviews will be held on Wednesday 23rd September 2026.

Thank you again for your interest in Oscott Manor School. I wish you every success with your application and hope to have the opportunity to welcome you to our school.

Warm regards,

Joshua Gershwin-Williams
Headteacher
Oscott Manor School



Oscott Manor School Assistant Headteacher Application Pack

About Think Differently Education Trust

Welcome to The Think Differently Education Trust. We operate across a range of specialist settings, including Special Schools, Alternative Provisions, Hospital Provisions, and Home Education. We support young people with SEND and medical needs to make strong progress despite complex challenges, placing equal value on high quality education, care, and wellbeing. Young people sit at the heart of decision making, supported by a skilled and committed workforce. Our vision to think differently drives us to remove barriers, raise aspirations, and build futures through inclusive and specialist education

Our Commitment

We provide inclusive, pupil-centred education for young people with SEND and medical needs by delivering high-quality teaching, care and support that breaks down barriers and builds futures.

Our Values

- Thrive - We create a positive environment where we thrive and succeed
- High Aspirations - We have high aspirations for ourselves and others
- Inclusion - We are inclusive in all we do and celebrate our differences
- Nurture - We educate our young people and staff to nurture their emotional health and wellbeing
- Keep Safe - We ensure that keeping safe and the safety of others is paramount

Our Vision

Think differently to lead inclusive, specialist education. We are committed to creating a future where every young person with SEND or medical needs can live a full and ambitious life.

The Role of Think Differently Education Trust:

TDET provides the strategic framework for all its schools. It ensures OMS has:

- Clear strategic direction
- Trust-wide safeguarding systems
- Strong financial oversight
- Core policy and compliance arrangements
- Access to central services including HR, finance, estates and governance support



Oscott Manor School Assistant Headteacher Application Pack

About the School

Oscott Manor School is a community special school for 180 pupils aged between 11 and 19 with Autism as their primary diagnosis. All our pupils have an Education, Health and Care Plan and may have persistent difficulties with social interaction, social communication or understanding emotions. Such differences can significantly impact on their access to the curriculum.

Oscott Manor School supports young people with a broad and diverse range of needs and abilities, from those who are non-verbal and require highly personalised, sensory-focused provision, to pupils who are working towards and successfully completing terminal examinations. This wide spectrum means that learning pathways are carefully tailored to each individual. Some pupils follow highly structured programmes that prioritise communication, regulation, independence, and life skills, while others access a more formal academic curriculum leading to recognised qualifications. Our approach ensures that every learner is supported and challenged appropriately, with provision that adapts to their strengths, aspirations, and stage of development.

The school operates across two sites. Our main site accommodates the majority of pupils and provides a fully equipped environment designed to meet a wide range of needs. Our sixth form is based separately, a short drive away, offering an age-appropriate setting that supports preparation for adulthood. This arrangement enables older pupils to develop independence, confidence, and real-world skills in a setting that reflects the next stage of their journey, while still benefiting from the specialist support and ethos of Oscott Manor School.





Pathways

Explorer Pathway This pathway is designed for pupils with the most complex and significant needs. Pupils on this pathway are working within Progression Step 1 and require highly individualised, holistic provision that is closely aligned with outcomes and priorities set out in their EHCP. The curriculum is structured around the key themes of Preparation for Adulthood	Discoverer Pathway This pathway provides learners an adapted national curriculum, preparing them for accreditations and qualifications at the end of Key Stage 4 and Key Stage 5. Within this pathway, pupils are taught in sets, which enables us to match learners appropriately to curriculum level and qualification route. The set a pupil is placed in determines their accreditation pathway, which may include, GCSEs, Functional Skills, Entry Levels and/or a combination.
Group Structure 1 x SEND Teacher 3 x Teaching Assistants Class size of 8 pupils	Group structure 1x SEND Teacher 2 x Teaching Assistants Class size of 12 pupils
Banding A4	Banding A4/A3
<u>Profile of Need</u> • Pupils in this pathway have persistent significant and complex needs in communication and interaction. • Pupils require alternative and additional communication devices which they are learning how to use. • All pupils in this pathway are pre-verbal. • They have a diagnosis of Autism, which is their primary area of need. • However, they also have additional diagnoses and personal care/medical needs requiring 2:1 support at times. • They have complex cognition and learning needs and always require 1:1 support from an adult to access a highly adapted EYFS curriculum. • Pupils on this pathway function cognitively up to 18 months.	<u>Profile of Need</u> • Pupils in this pathway group have severe communication and interaction needs although their communication is mostly functional, they are sometimes able to express their wants and needs either verbally or using AAC devices. • They have diagnoses of Autism, and this is their primary area of need. • Pupils may have additional diagnoses which require additional support. • Pupils may have additional personal care/medical needs which may require verbal and sometimes physical prompting to support. • Pupils on this pathway may also have high levels of cognition and learning needs which require a high level of adult support to navigate



Oscott Manor School Assistant Headteacher Application Pack

About the School

School Leadership

Our Senior Leadership Team Consists of:

- Headteacher
- 1 Deputy Headteacher
- 3 Assistant Headteachers

Governance:

Oscott Manor has a Local Committee Group that oversee the governance of the school. Strategic objectives and decisions are supported by the Think Differently Education Trust Board.

The purpose of the Trustee Board is to provide

- Strategic leadership of the Trust by defining the vision for high quality and inclusive education and fostering the Trust's culture
- Accountability and assurance by having effective oversight of the operations and performance of the Trust
- Strategic oversight of engagement so that decision-making is supported by meaningful engagement

Trust Wide Commitment

TDET places strong emphasis on safeguarding practice, collaborative working and leadership development. The Trust encourages leaders to share expertise, take part in professional networks and draw on support from colleagues across the organisation. This ensures that OMS is connected to a wider learning community that strengthens provision for children and young people.

TDET Board of Trustees: Governance - Think Differently Education Trust





Oscott Manor School Assistant Headteacher Application Pack

Wellbeing

Our commitment to staff wellbeing

At TDET we want every colleague to feel valued supported and able to do their best work. We know this only happens when people feel cared for and heard. For us staff wellbeing is not something that sits on a poster. It is part of how we lead how we talk to each other and how we look after one another every day.

To help us do this well we provide a wellbeing offer through Education Support. Their Employee Assistance Programme gives our staff access to confidential support whenever they need it. It is designed for people working in schools and understands the pressures that come with the job.

Our wellbeing programme provides a wide range of support such as

- A confidential helpline available day and night throughout the year
- Counselling that can be arranged quickly with trained counsellors either in person online or by phone
- Guidance for managers who want help with difficult situations or conversations
- Life coaching to help staff grow set goals and stay motivated
- A mindfulness programme that helps people build awareness and reduce stress
- Digital therapy tools that support positive habits and emotional wellbeing
- Clear advice around legal financial and personal matters
- Regular wellbeing guides and online sessions created for people working in education





Oscott Manor School Assistant Headteacher Application Pack

Job Description

Job Title: Assistant Headteacher- QOE - Discoverer Pathway

Grade L12-L16 (£70,275pa-£77,676pa)

Responsible to: Headteacher

Purpose of Job Role:

- To drive up standards of teaching, learning and assessment across the academy.
- To lead and develop the delivery of a high-quality curriculum offer.
- To work collaboratively as a member of the Senior Leadership Team.
- Take a leading role in the Strategic
- Planning of the Academy and of specific projects as required.
- Operate and manage activities within allocated areas of specialism

Areas of Responsibility: Curriculum design; Progress data and tracking; Learning interventions; Quality Assurance of Teaching and Learning and Line Management of Curriculum areas as deployed and additional whole school responsibilities as outlined by the Headteacher.

Specific Duties and Responsibilities:

Teaching, Learning and Curriculum:

- To establish a highly engaging curriculum that meets the needs of pupils across the academy.
- To ensure a robust quality assurance cycle and monitor the quality of teaching and learning across the academy.
- To support staff to develop to drive improvements in the curriculum offer.
- To enrich the curriculum through: work related learning; vocational learning; cross curricular projects; co lective worship; British values and other creative initiatives.
- To establish aims and objectives and the policies through which they will be achieved
- To establish a broad, balanced and relevant curriculum as an entitlement within school requirements and local policies.
- To take a leading role in developing cohesion and consistency across all areas of pupil assessment in the school.
- To give high quality feedback to staff in order to improve pedagogy; curriculum and inclusion.



Core Purpose and Responsibilities

LEADERSHIP AND MANAGEMENT

The Assistant Headteachers support the Headteacher and Deputy Headteacher in delivering the school's vision and improvement priorities. Through their areas of responsibility, they help to secure high standards of teaching, learning, behaviour and pupil outcomes, promoting a culture of high expectations, inclusion and continuous improvement.

Key Responsibilities

- Lead and develop designated areas of responsibility, ensuring effective implementation of school improvement priorities.
- Promote high standards of teaching, learning, behaviour and achievement for all pupils.
- Contribute to self-evaluation, quality assurance and improvement planning.
- Support, coach and develop staff to enhance professional practice and pupil outcomes.
- Champion safeguarding, inclusion, attendance and pupil wellbeing.
- Promote a safe, positive and purposeful learning environment.
- Work collaboratively with colleagues across the school and Trust to share effective practice and contribute to continuous improvement.

QUALITY OF EDUCATION

The Assistant Headteachers play a key role in promoting high-quality teaching, learning and curriculum provision, helping all pupils to achieve well and thrive within an inclusive and ambitious learning environment.

Key Responsibilities

- Lead and develop designated aspects of teaching, learning, curriculum or assessment, ensuring high standards and positive outcomes for pupils.
- Support the implementation and evaluation of a broad, balanced and inclusive curriculum.
- Promote evidence-informed practice to improve pupil progress, attainment and personal development.
- Use assessment information effectively to monitor achievement and support timely intervention.
- Champion high expectations for all pupils, ensuring barriers to learning are identified and addressed.
- To ensure a robust quality assurance cycle and monitor the quality of teaching and learning across the academy.
- To enrich the curriculum through: work related learning; vocational learning; cross curricular projects; collective worship; British values and other creative initiatives.
- To establish a broad, balanced and relevant curriculum as an entitlement within school requirements and local policies.



Oscott Manor School Assistant Headteacher Application Pack

SAFEGUARDING, INCLUSION AND WELLBEING

The Assistant Headteachers play an important role in ensuring that pupils are safe, supported and able to thrive within a culture of care, inclusion and high expectations.

Key Responsibilities

- Promote and support effective safeguarding practice, ensuring that safeguarding remains central to all aspects of school life.
- Champion equality, diversity and inclusion, ensuring all pupils feel valued and supported to succeed.
- Support the promotion of high standards of behaviour, attendance and pupil conduct.
- Lead and develop aspects of pupil wellbeing, personal development and character education.
- Contribute to the implementation of effective provision for vulnerable pupils, including those with SEND and other additional needs.

OPERATIONAL SUPPORT AND RESOURCES

The Assistant Headteachers support the effective day-to-day running of the school, helping to ensure it operates smoothly, safely and in line with school priorities and Trust expectations.

Key Responsibilities

- Support the Headteacher and senior leaders in the effective use of resources to improve outcomes for pupils.
- Contribute to the implementation of school improvement priorities through efficient organisation and deployment of resources within areas of responsibility.
- Support compliance with school policies and procedures, helping to ensure consistency and high standards.
- Contribute to maintaining a safe, well-organised and effective learning environment.
- Support communication and reporting within areas of responsibility, ensuring information is accurate and timely.

WIDER LEADERSHIP AND PARTNERSHIPS

The Assistant Headteachers contribute to the wider work of the school and Trust, supporting collaboration, positive relationships and effective engagement with stakeholders.

Key Responsibilities

- Contribute to Trust-wide collaboration by sharing effective practice and supporting school improvement across schools.
- Build and maintain positive relationships with parents, carers and the wider school community.
- Represent the school professionally, promoting its values, ethos and high expectations.
- Support preparation for external review and inspection activity, ensuring responsiveness and readiness.
- Work in partnership with other schools, services and external agencies to support improved outcomes for pupils.



Oscott Manor School Assistant Headteacher Application Pack

GENERAL

The Assistant Headteachers will carry out their duties in accordance with the School Teachers' Pay and Conditions Document and relevant statutory frameworks.

This job description may be reviewed periodically and amended in consultation with the post holder. The Assistant Headteachers may be required to undertake duties commensurate with the seniority of the role.

The postholders will fulfil the professional duties of an Assistant Headteacher and demonstrate practice aligned with the Headteachers' Standards (England), supporting the Headteacher in maintaining high expectations for leadership, teaching quality, pupil outcomes and school improvement.

The postholders will model and promote ethical leadership, acting with integrity, transparency and accountability, and adhering to the principles set out in the Framework for Ethical Leadership in Education.

The Assistant Headteachers will have a teaching commitment appropriate to the needs of the school and the priorities of their areas of responsibility, alongside a significant role in promoting and supporting high-quality teaching and learning across the school.





Criteria	Essential	Desirable	Evidence
Qualifications	• Degree • QTS • Commitment to continued professional development	• NPQSL • Higher qualification in education and/or management	• Application form • Certificates
Experience	• Senior leader within a large organisation • Proven track record of measurable organisational improvement • Successful leadership of change and inspiring others • Management of budgets to achieve short and long term organisational aims • External evaluation • Managing organisational risk	• Previous Assistant Head experience • Experience of a range of school settings • Experience of working with partner organisations	• Application form • References
Professional knowledge & understanding	• Special Educational Needs • Environments and curriculum programmes that promote successful learning for all • Curriculum entitlements • Academies and Academies Financial Handbooks • Governance and working with Trustees • Ofsted framework and expectations • Appraisal/Performance Management frameworks • The current education climate and the opportunities/ threats for schools	• Local and National development in education of children including those with ASC; Cognition & Learning; Non-verbal	• Application Form • Selection process • References



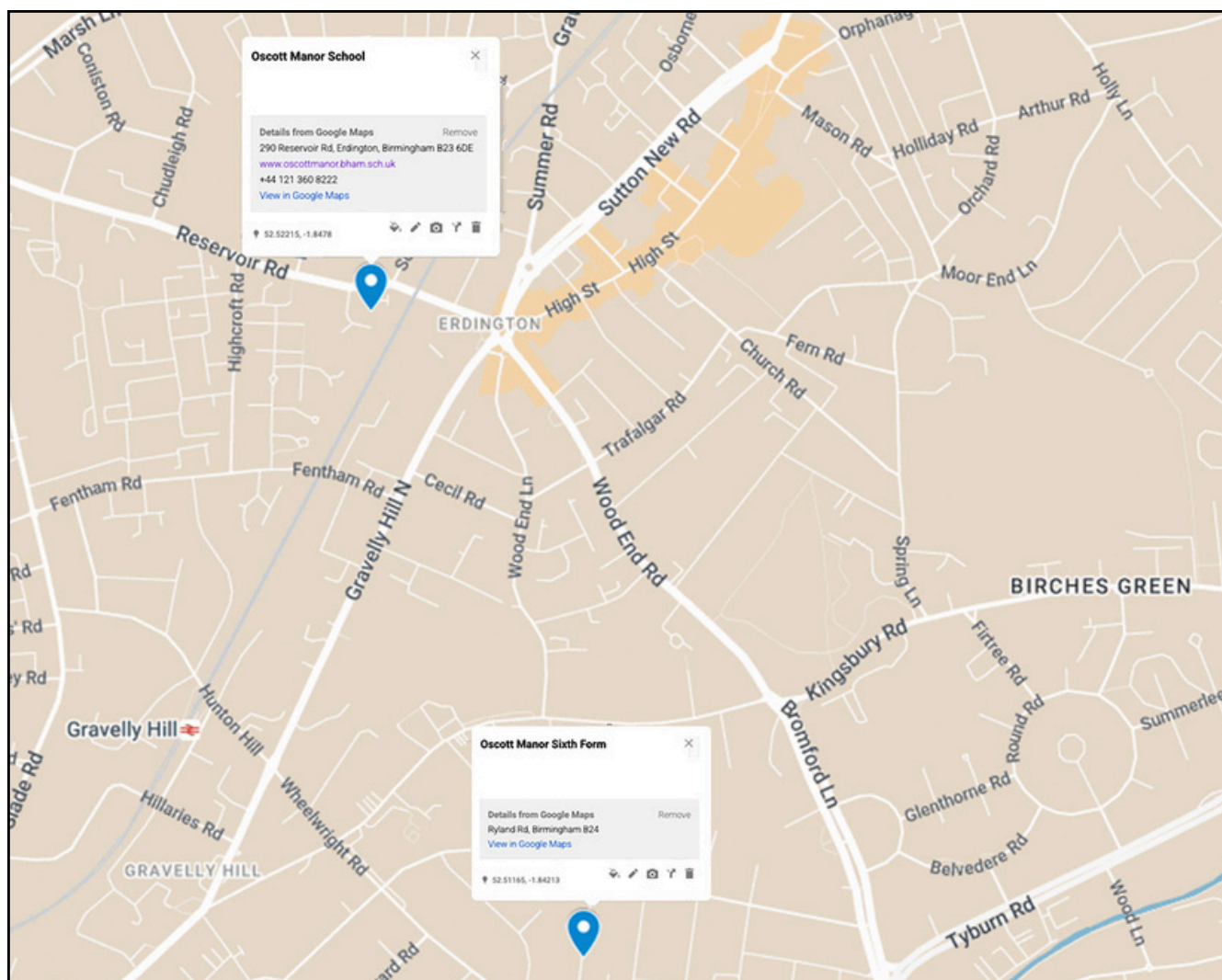
Criteria	Essential	Desirable	Evidence
Philosophy and commitment	• Visionary Leadership: Inspires a forward-looking culture of innovation, improvement and excellence. • Pupil-Centred Ethos: Places every pupil's individuality, potential and wellbeing at the heart of all decisions. • Inclusivity and Equity: Ensures all young people thrive by promoting inclusion, opportunity and high aspirations. • High Expectations: Fosters a culture of achievement, ambition and accountability for pupils and staff. • Staff Development: Builds and empowers high-performing teams aligned with Trust priorities. • Continuous Growth: Committed to personal reflection, learning and professional development.		*Application Form *Selection process
Personal qualities & attributes	• Leads by example with high professional standards • Dynamic, proactive and motivational • Confident and resilient • Approachable, collaborative and responsive • Firm and fair • Pragmatic • *Decisive		*Application Form *Selection process *References
Safeguarding	• Commitment to safeguarding and promoting the welfare of young people is central to your working practice.	Experience of being a Designated Safeguarding Lead	*Application Form *Selection process *References



Oscott Manor School Assistant Headteacher Application Pack

Our Local Area

Oscott Manor School is located on Reservoir Road in Erdington, a residential area in the north of Birmingham known for its strong community links and access to local services.



The area is well connected by public transport. Gravelly Hill railway station is around a ten-minute walk from the school and provides Cross-City Line services across Birmingham, while Erdington railway station is roughly a fifteen-minute walk and offers the same direct routes. Reservoir Road links into key routes such as the A452 and A38, giving straightforward access to Birmingham City Centre. Regular bus services also run through Erdington and Stockland Green, making the school accessible for pupils, staff and visitors.





Oscott Manor School Assistant Headteacher Application Pack

How to apply

Applications should be submitted using the school's application form via the MyNew Term Recruitment Portal.

Closing date and time

9am, Thursday 17th September 2026

Interview date

Wednesday 23rd September 2026

Commitment to Safeguarding and Safer Recruitment Practices:

We welcome applications from candidates of all backgrounds. TDET is committed to safeguarding and promoting the welfare of children and young people. Online searches will be conducted as part of the pre-employment checks.

This role is not exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. All shortlisted candidates will be subject to online checks, they will also be asked to complete a criminal records self-disclosure form and successful candidates will be subject to Disclosure and Barring Service (DBS) checks at enhanced level, along with other relevant employment checks. This role has been identified as public facing in accordance with Part 7 of the Immigration Act, and therefore the ability to fulfil all spoken aspects of the role with confidence in English will be required.