**JOB DESCRIPTION**

**Job Title:** **Quality Improvement Partner (Mental Health/Complex Trauma and CSE Schools)**

**Responsible to:** Quality Improvement Lead

**Responsible for:** Supporting and challenging all of the Mental Health/Complex Trauma and CSE schools managed by Residential Services

**Overall Objectives:**

* To support the Quality Improvement Lead, through an agreed service level agreement (SLA) process, lead and manage effective quality in education for children and young people within the schools managed by Cambian and Branas residential services supporting mental health, complex trauma and CSE needs.
* Ensure through the SLA that all schools within your portfolio provide a good/outstanding quality of education consistent with the requirements of the Independent School Standards and that each school in the portfolio is ready for external scrutiny by the regulator.

* Advise and guide the Head Teacher and Head of Service on actions required to ensure the quality of education in allocated schools is ‘at least good’ and lead on supporting any inspections initiated by the regulator (Ofsted/Estyn)
* Ensure, through the SLA, that guidance to schools includes a process explaining how to best deliver a culture of continuous improvement in order to secure the best outcomes for all children and young people placed in our care by local authorities.
* Build a relationship with the Heads of Service and Head Teachers who have responsibility for the schools in your portfolio and provide advice, guidance and support on the operational quality requirements of the school.
* Support the Quality Improvement Lead to facilitate effective collaborative working across the schools and ensure the sharing of best practice, through encouraging system leadership.
* To ensure the CareTech strategic vision and agreed policy priorities are implemented throughout the schools in a timely manner and to budget.
* To develop and sustain effective, and productive relationships with the Heads of Service, Head Teachers and all internal and external key stakeholders and professional bodies.
* To ensure through SLA scrutiny that each school is maintained to a high standard in line with Health and Safety and Safeguarding requirements so staff and young people can live and work in safe and comfortable environments.

**Key Tasks:**

* To lead and manage the agreed SLA across allocated schools.
* To advise the Heads of Service and Head Teachers on how to establish and maintain systems for effective education that support best-practice, risk appraisal and effective quality assurance which deliver good outcomes for young people in our care.
* Liaise as appropriate with the CareTech central support services, such as the Performance and Quality Team, to use key KPI’s to support scrutiny which improves practice in education and provides regular performance reports as required.

* Ensure all allocated schools are appropriately registered with the regulator.
* Ensure through the SLA that all education is delivered in line with appropriate regulatory requirements.
* Support, as directed by the Quality Improvement Lead and appropriate Head of Service, on termly Governance Meetings.
* To be an active and effective member of the wider Education Services Leadership Team (ESLT) and liaise with peers and Regional Leads /Directors on key cross divisional and corporate matters to support development and further growth and prosperity of the CareTech Education Services division portfolio
* To liaise with HR and L&D teams, where the SLA activity identifies specific actions that require their support, in accordance with internal policies/guidance and statutory procedures.
* To help ensure effective advice, assistance and support is available to all Head Teachers in relation to child protection issues and other notifiable events, including all safeguarding matters.
* To promote CareTech’s equal opportunity and anti- discriminatory practice policies in relation to all staff and young people.

**General Duties**

* To always comply with CareTech’s legal, contractual and regulatory requirements and responsibilities in relation to the above duties.
* To represent the company externally and to promote its work and values.
* To be aware of relevant policies, procedures, guidelines and legislation which are current and ensure that all establishments carry out duties accordingly.
* To carry out other duties reasonably requested by the Quality Improvement Lead which fall within the remit of the role and the capabilities of the post holder.

**Person Specification**

|  |  |  |
| --- | --- | --- |
|  | Essential | Desirable |
| Qualification  | * Qualified teacher
* Appropriate post graduate qualification in education
* Management Diploma or equivalent
* Enhanced DBS check
* Current driving licence
 | NPQHMaster’s Degree |
| Knowledge&Skills | Knowledge of:* Independent School Standards 2014
* Experience leading in an education setting at strategic level
* Experience as a head teacher
* Experience of leading successful Ofsted education inspections.

 Ability to:* Lead and manage a complex people-based organisation
* Develop and share ‘deep vision’ of good education practice
* Lead, engage, inspire, motivate, and support staff at all levels, whilst seeking to gain ‘buy in ‘from colleagues and staff
* Establish and maintain high quality standards
* Network effectively and work in partnership with corporate services within CareTech and externally e.g. Regulators and local authorities
* Work on own initiative to timescales
* Utilise a repertoire of problem-solving skills and approaches to managing difficult situations, including balancing a number of potential conflicting needs in line with the corporate view
* Recommend and implement areas of best practice and corporate improvement
 | * Experience as an Executive head teacher
 |
| Experience | * Extensive experience of working in a senior role in education in the private or public sector
* Experience of leading operational development responsibilities
* Experience of working to high quality standards on tight timescales requiring use of personal initiative
 |  |

Prepared by:

Andrew Sutherland

April 25