



Co-op Academy
Walkden



Application Pack

SEMH In School Alternative Provision
Manager (ISAP)

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Welcome from the Principal

Dear candidate

I am delighted that you are interested in the role of SEMH ISAP Manager at Co-op Academy Walkden. Our academy serves the local communities of Worsley, Boothstown and Walkden and provides places for 1500 pupils aged 11-16. We are easily commutable from all areas of the North West.

We have a dedicated team of staff who build and share positive relationships and a caring culture with our wonderful students. This was highlighted in our recent Ofsted inspection (May 2023), where we were graded 'Good' in all areas.

This is an exciting time to be joining us as we focus on the next stage of our development. Having joined the Co-op Academies Trust in December 2018, we have been through a significant journey, driven by our co-operative values and 'Ways of Being'.

We are looking for talented and dedicated individuals who can build on our current success and support our ambitious vision for the future.

We pride ourselves on delivering a broad and ambitious curriculum for all children, including those with additional needs. We incorporate a small Enhanced Resourced Provision called the Hive, for students with cognitive learning difficulties and we also have an inclusion centre called The Link, to promote engagement for pupils who find school more challenging.

Should you choose to arrange a visit before applying you will find our Academy calm and purposeful. Like all who visit us, you will notice how wonderful our pupils are, the positive team ethos amongst staff and how welcoming and friendly we are. If you would like to visit, please contact Mrs Nicola Taylor, Principal's PA at nicola.taylor@coopacademies.co.uk to arrange.

With best wishes

Matt Hacker
Principal

Our Values

Co-op Academies Trust is committed to the values shared by cooperatives everywhere:

Self-help – we support learners, parents, carers and staff to help themselves

Self-responsibility – we encourage learners, parents, carers and staff to take responsibility for, and answer to their actions

Democracy – we give our learners, parents, carers and staff a say in the way we run our schools

Equality – we believe that the voice of each individual should be heard

Equity – we run our schools in a way that is fair and unbiased

Solidarity – we share interests and common purposes with our learners, parents, carers and staff, and with other schools in the communities we serve

We strive to demonstrate the following ethical values in everything we do:

Openness – we believe in being open with colleagues in our schools and beyond, children and their families, sharing information and ideas to raise standards and life chances

Honesty – we act in a professional and respectful manner in our dealings with everyone

Social responsibility – we maximise our impact on the people in our communities while minimising our footprint on the world

Caring for others – we treat everyone as we wish to be treated ourselves, understanding that children only have one childhood

We use our simple 'Ways of Being Co-op' to demonstrate our values:

- Do what matters most
- Be yourself, always
- Show you care
- Succeed together

What makes our Academy amazing?

Students:

- are engaged, very capable and want to learn
- create a welcoming atmosphere
- have amazingly supportive parents
- experience a broad range of visits and trips with many overseas
- participate in a vast array of expressive and creative arts shows and exhibitions
- complete in the Duke of Edinburgh Award and volunteer in the local community, raise significant funds for an Academy charity and participate in a wide range of sporting activities

Staff enjoy:

- working with brilliant students who want to achieve well and aim high
- state of the art facilities
- national terms and conditions and a wide range of additional benefits provided by the Co-op Academies Trust and its sponsor, The Co-op
- high quality professional development programme provided by the Co-op Academies Trust and the support of many local Trust academies
- a fantastic employee benefits package that includes discount on various Co-op branded products, gym and leisure discounts, cycle to work scheme, Health care-cash back scheme, discounted driving lessons and many more! Staff encouraged to be Co-op members and therefore receive generous discounts on all Co-op products
- a strong Well-Being group have been instrumental in the Academy achieving Investors In People Gold Status
- secure on site parking

Job Advertisement

SEMH In School Alternative Provision (Teacher vacancy)

Salary Band: MPS / UPS plus TLR2B

Contract: Permanent / Full Time

Start date: September 2025

Benefits include:

- Teachers Pension scheme
- Co-op staff discount
- Co-operative flexible benefits, including cycle to work
- Co-operative credit union
- Health-care cash-back scheme
- Discounted gym membership & leisure activities
- Season ticket & rental deposit loans

Closing date: Wednesday 14th May 2025

All applications for this role are to be completed via our SAMpeople Recruit platform. Please follow the link on our website to access this information

For further information please email:

walkden.recruitment@coopacademies.co.uk

Co-op Academies Trust aims to provide an outstanding education for all our learners, founded on co-operative values, at the heart of the community. It is responsible for an increasing number of academies in Leeds, Greater Manchester, Wirral and Stoke-on-Trent with the Co-op acting as the sponsor. There is the likelihood of significant further growth in the near future.

We are seeking a passionate and highly skilled qualified teacher to manage our newly established SEMH provision, dedicated to supporting vulnerable and challenging young people. Ideally, the successful candidate will be able to teach a core subject and have experience in special educational needs (SEN)—though this is desirable rather than essential.

Applications are invited from enthusiastic and committed applicants with the highest ability and practice.

This post offers variety, challenge and professional development.

Co-op Academies Trust is an aware employer and is committed to safeguarding and protecting the welfare of children and vulnerable adults as its number one priority. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the Trust on its behalf. This post is subject to an enhanced DBS check. We value variety and individual differences, and aim to create a culture, environment and practices at all levels which encompass acceptance, respect and inclusion. All our colleagues are expected to demonstrate a commitment to co-operative values and principles.

To apply:

If you feel you have the relevant experience or appropriate skills to strengthen an already excellent team, please apply. Application forms are available from TES on-line, the Academy website, or by e-mail to walkden.recruitment@coopacademies.co.uk

Job Description

SEMH In School Alternative Provision Manager

Salary / grade range	MPS / UPS plus TLR 2B
Location	Co-op ACademy Walkden
Reports to	Assistant Principal - Inclusion / SENDCO

Summary of role:

This is a unique leadership opportunity to develop and oversee an alternative social and emotional provision, designed to offer tailored support for pupils with significant social, emotional, and mental health needs. The ultimate goal of this provision is to help students reintegrate into mainstream education where appropriate, ensuring they receive high-quality academic and pastoral support along the way.

Primary purpose of the role:-

The SEMH Manager will play a pivotal role in shaping a nurturing and structured environment, working alongside part-time staff from the main school, including teachers, teaching assistants, and SEND practitioners. The successful candidate will take day-to-day responsibility for overseeing the provision, ensuring it operates effectively to meet the needs of students

Key accountabilities (and specific duties / responsibilities):

Skills and Experience

- Proven management experience
- The ability to teach a core subject, providing academic guidance alongside emotional and social support.
- A deep understanding of SEN and experience working with pupils who have SEMH needs.
- Exceptional communication skills to engage parents, external agencies, and colleagues.
- The ability to motivate and inspire vulnerable young people towards positive change.

Leadership & Strategy:

- Providing vision, direction, and leadership to the SEMH provision.
- Managing and developing a team of professionals, ensuring the provision operates efficiently and effectively.
- Collaborating with curriculum leads and specialist staff to develop individual support plans for each student.
- Ensuring a graduated response to student needs, working towards reintegration into mainstream education.

Teaching Responsibilities:

- Delivering high-quality teaching in a core subject, tailored to the individual needs of students within the SEMH provision.
- Developing and adapting curriculum materials to ensure engaging and accessible learning experiences for all pupils.
- Implementing strategies to support students with additional learning needs, ensuring their academic development aligns with their emotional and behavioral progress.
- Assessing student performance and providing targeted feedback to promote growth and engagement.
- Collaborating with main school teachers to ensure coherent learning pathways and smooth transitions for students returning to mainstream education

Student Support & Development:

- Establishing a stable, caring, and supportive learning environment.
- Developing bespoke plans for students referred to the provision, ensuring they receive specialist intervention and targeted support.
- Implementing strategies that promote independence, resilience, and improved learning habits.
- Using data analysis to monitor student progress, identify underachievement, and implement interventions.

Stakeholder Engagement & Multi-Agency Collaboration:

- Building strong relationships with key stakeholders including parents, schools, and external agencies.
- Managing multi-agency support to ensure a holistic approach to student well-being.
- Establishing regular communication with parents through daily/weekly updates and parents' evenings.
- Promoting positive relationships and incorporating restorative approaches into the provision.

Quality Assurance & Operations Management:

- Ensuring continuous improvement within the provision through systematic quality assurance processes.
- Monitoring systems and reporting on progress, celebrating achievements and identifying areas for improvement.
- Managing the budget, ensuring resources are allocated effectively.
- Coordinating cover arrangements in cases of staff absence.

Organisational Competencies

1. Co-operates and works well with others in pursuit of team goals by sharing information, acknowledging contributions and supporting others.
2. Is willing to undertake some of the duties of other members of staff during short term absence, providing that the priorities of this job description can still be achieved.
3. Demonstrates a high level of personal integrity by taking responsibility for own actions, and is willing to respond constructively to mistakes or errors of judgement.
4. Maintains personal and professional credibility by being consistent, fair and respecting the

need for confidentiality.

5. Undertakes the tasks/duties as appropriate to ensure the smooth and efficient running of the school, as identified by the Senior Leadership Team.
6. Requires and ensures that all information received and disseminated, whether verbal or written, concerning all employees, prospective employees or clients, is treated in the strictest confidence, and that all such information held is regulated and controlled in a similar manner.
7. Acts at all times with due regard to the school and Authority's Health and Safety Policies and related Codes of Practice.

Review Arrangements

The details contained in this job description reflect the content of the job at the date it was prepared. It should be remembered however, that it is inevitable that over time, the nature of individual jobs will change, existing duties may no longer be required and other duties may be gained without changing the general nature of the duties or the level of the responsibility entailed. Consequently, the school will expect to revise this Job Description from time to time and will consult with the postholder at the appropriate time.

<ul style="list-style-type: none"> and dedicated team ● Able to communicate effectively both orally and in writing to a variety of audiences ● Ability to enhance teaching and learning through the creative use of ICT ● Ability to implement new initiatives and ideas 		<p>A / I</p> <p>A / I</p>
<p>Personal Qualities</p> <ul style="list-style-type: none"> ● Highest level of professionalism and personal integrity ● A strong commitment to inclusion and overcoming barriers to learning and achievement ● Personal resilience, persistence and perseverance ● Commitment to the pursuit of continuous professional development ● Energy and enthusiasm ● A strong commitment to the Trusts values and Ways of being ● Demonstrate a commitment to the protection and safeguarding of children and young people and comply with Academy policies and procedures relating to safeguarding, child protection and the prevent duty 		<p>A / I</p> <p>A / I</p> <p>A / I</p> <p>A / I</p> <p>A / I</p> <p>A / I</p> <p>A / I</p>

This post is subject to an enhanced DBS check. We value variety and individual differences, and aim to create a culture, environment and practices at all levels which encompass acceptance, respect and inclusion. All our colleagues are expected to demonstrate a commitment to co-operative values and principles, and the Ways of Being Co-op.

The Co-op Academies Trust is committed to safeguarding and protecting the welfare of children and vulnerable adults as its number one priority. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the Trust.

Safeguarding Children and Young People

We are committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced Disclosure and Barring checks

Candidates should be aware that all posts in Co-op Academy Walkden involve some degree of responsibility for safeguarding children and young people, although the extent of that responsibility will vary depending on the nature of the post.

1. Accordingly The Rehabilitation of Offenders Act (Exemptions) Order 1975 applies to this post and therefore you must declare any convictions and cautions which are unspent or not protected.
2. If you are currently working with children, on either a paid or voluntary basis, your current employer will be asked about disciplinary offences, including those related to children or young people (whether the disciplinary sanction is current or time-expired), and whether you have been the subject of any child protection allegations or concerns and if so the outcome of any investigation or disciplinary proceedings. If you are not currently working with children, but have done in the past, that previous employer will be asked about these issues.
3. Where neither your current or previous employment has involved working with children, your current employer will be asked about your suitability to work with children, although it may where appropriate be answered not applicable if your duties have not brought you into contact with children or young people.

Interview Process after the closing date:

Shortlisting will be conducted by a Panel, who will match your skills / experience against the criteria in the Person Specification. You will be selected for interview entirely on the contents of your application form, so please read the Job Description and Person Specification carefully before you complete your form.

All candidates invited to interview must bring the following documents:

- Documentary evidence of right to work in the UK
- Documentary evidence of identity that will satisfy Disclosure and Barring check requirements such as a current driving licence including a photograph and/or a passport and/or a full birth certificate
- Documentary proof of current name and address (i.e. utility bill, financial statement.
- Where appropriate any documentation evidencing a change of name
- Documents confirming any educational or professional qualifications that are necessary or relevant for the post.

Please note that originals of the above are necessary. Photocopies or certified copies are not sufficient. We will seek references on shortlisted candidates for all positions and may approach previous employers for information to verify particular experience or qualifications before interview. Any relevant issues arising from references will be taken up at interview. In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- Motivation to work with children and young people
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people
- Emotional resilience in working with challenging behaviours
- Attitudes to use of authority and maintaining discipline.

Conditional Offer & Pre-Employment Checks

Any offer to a successful candidate will be conditional upon: -

- Verification of right to work in the UK
- Receipt of at least two satisfactory references (if these have not already been received)
- Verification of identity and qualifications
- Vetting and Barring Checks and any other pre-employment checks relevant to the role such as e.g. Childcare Disqualification Regulations, Prohibition check / s.128, overseas records check
- Satisfactory Disclosure and Barring check
- Verification of professional status such as QTS Status, NPQH (where required)
- Satisfactory completion of a Health Assessment
- Satisfactory completion of the probationary period.

How to find us

The nearest bus stop is just a short walk from the Academy and can be reached via several different bus routes from most other parts of Manchester. The Academy is also located a short walk away from the nearest train station, from which you can travel easily in to Manchester City centre.

Location:

Co-op Academy Walkden is situated in South Walkden (Salford – Manchester) and serves the suburbs of Worsley, Roe Green, Ellenbrook and Boothstown.

The Academy has excellent transport links making it easily accessible from both local and surrounding areas. For anyone travelling by car, the Academy is only five minutes from the motorway. Junction 14 on the M60 ring road is the closest exit, with easy access from the M62, the M61 and the M602 and from the A580

At Co-op Academy Walkden we encourage pupils to respect the fundamental British values of democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs.