



BELIEF IN EVERY CHILD



WELCOME TO BLACKDOWN EDUCATION PARTNERSHIP

Thank you for your interest in this post. Please take some time to have a look at this pack and gain a sense of who we are and what we stand for. All Multi-Academy Trusts are different, and we are keen to explain why we believe that our values and ethos make us a great employer.

The Blackdown Education Partnership is an established trust created by the merger of two highly successful founding trusts which shared some important similar values. Put simply, we believe that collaboration, partnership working and sharing our best ideas will enable us to deliver on our mission:

- To nurture and develop the ambition, talents and interests of every child
- To break down the barriers that inhibit the opportunities and achievements of disadvantaged pupils so that they can go on to lead lives of choice and opportunity
- To create a family of schools that are deeply and purposefully connected to their communities.

As we have grown, we have taken the opportunity to think carefully about how best to support schools to provide an excellent education in an inclusive and nurturing environment where children thrive and feel valued. This has enabled us to put together a small team of outstanding professionals whose individual and collective expertise bring additional value to the work of our school leaders. The drive for improvement, to continually and relentlessly seek to overperform is shared by the whole team and through their hard work, our reputation as a high-quality Trust is also growing.

Our schools are all characterised by a strong ethos, ambitious culture and compassionate environment which together drive success. We are lucky enough to employ brilliant people who share our vision, many of whom have started careers with us and stayed to progress these careers. We want people to join us who believe that whatever their role, they can make a difference to the life chances of students. We are totally committed therefore to helping all our staff thrive and fulfil their professional ambitions. A large number of colleagues are currently undertaking leadership development training which ranges from the full suite of NPQs to some more bespoke leadership programmes run through our outstanding network of partners.

We take staff wellbeing seriously and pride ourselves on a family friendly approach across our schools. The best resource we can provide for pupils is highly skilled, happy and fulfilled staff.

We are looking for an individual who shares the same vision and values – if you believe that you have the skills, drive and vision to help us achieve our aims we would be delighted to receive your application.

LORRAINE HEATH, OBE
CHIEF EXECUTIVE OFFICER





I am delighted you are considering joining our team at Blackdown Education Partnership. As Director of Student Support, I lead a passionate Inclusion team dedicated to ensuring that every child in our Trust feels included, supported, and able to thrive.

This new 'Trust Pastoral Lead' role is an exciting opportunity to work closely with our two Trust SEND Leads, our Specialist Teacher, and myself, to make a real difference across our schools. We are looking for someone who shares our belief in the power of relationships and inclusion, someone who understands that safeguarding, behaviour, SEND, and attendance are not just policies but deeply connected to how children feel about themselves and their place in school.

Your work will focus on supporting our schools to embed relational approaches, strengthen inclusive practice, and deliver effective strategies that will improve behaviour and attendance. This includes reducing suspensions through proactive, restorative approaches and helping schools create environments where pupils feel safe, respected, and ready to learn. At times, you may even be asked to step into a school's leadership team to provide hands on support when it is needed most.

I'm looking for a colleague who can lead with empathy and inspire confidence, helping schools to create environments where every pupil feels safe, respected, and ready to learn.

I would welcome the opportunity to speak with you about this role and the difference we can make together. Please do get in touch if you would like an informal conversation.



Warm regards,
Jen Norris
Director of Student Support

Role

Trust Pastoral Lead

Full Time, Permanent

Leadership L14 – L18 (£71,330 - £78,702) Starting Salary Dependent on Skills and Experience

Start Date: April 2026, or sooner if possible

The trustees of Blackdown Education Partnership are seeking an exceptional individual to join our Central Education Team in providing support and guidance to pastoral teams in our schools.

We are a growing Trust of 12 soon to be 13 schools of which 6 are primary and 7, secondary. We are looking for someone with the knowledge and skillset to work across both primary and secondary schools providing leadership, practical solutions and support with implementing Trust policies. This could be reviewing behaviour policies, training pastoral support staff, modelling relational practice, reviewing data trends, gathering pupil voice, supporting the creation of individual behaviour plans or participating in a Team Around the School meeting.

We are also looking for someone who is ready and willing to roll up their sleeves and join a School Leadership Team temporarily if they were facing a particularly acute set of challenges.

You will need to be flexible, creative, resilient and care deeply about the children in our schools. This role has the potential to make a real difference and we are determined to provide our school leaders with exceptional support.

If you share our vision for education which is founded on "belief in every child" and you believe you have the experience and skill set to make a difference in our schools, we would love to hear from you.

For an informal discussion about the post, please contact the EA to the executive team, Paula Gibson, gibsonp@bep.ac to book a slot with our Director of Student Support, Jen Norris.

Closing Date: 15th January 2026

Interview Date: 22nd January 2026

Job Specification

Job Title:	Trust Pastoral Lead
Location:	Orchard Grove Primary School
Responsible to:	Director of Student Support
Salary Grade:	Leadership Scale L14-L18
Hours:	Full time. Teachers' pay and conditions
Phase	Primary and Secondary schools

Key Purpose of Job

The Trust Pastoral Lead is part of a key team of experts working across the Trust to support schools with matters relating to safeguarding, pastoral care and inclusion at The Blackdown Education Partnership.

The Trust Pastoral Lead will work side by side with the Trust Central team and school leaders to deliver effective pastoral care, manage increasingly complex behaviours and deliver an ambitious vision for inclusion.

Main Duties and Responsibilities

Attendance

- Support schools to successfully implement the Trust attendance strategy and ensure schools are doing all they can to secure good attendance;
- Support school leaders with the tracking of attendance and provide regular reports to the Director of Student Support on the effectiveness of the strategy;
- Support schools with case work relating to serious absence and complex cases including providing appropriate challenge to local authorities where necessary;
- Work with school leaders and external agencies to ensure that the safeguarding risks associated with poor attendance are appropriately mitigated.
- Work with schools to support students with persistent absence, linked to pastoral or wellbeing issues, and support leaders to coordinate targeted interventions.
- Provide guidance and resources for schools to strengthen relationships with families facing barriers to attendance.
- Share best practice across schools, including case studies and successful interventions.
- Lead on attendance continuity during pupil transitions across phases, ensuring proactive support for vulnerable learners.
- Provide professional support and guidance to school-based Attendance Officers, ensuring consistency and best practice across all schools.



Behaviour and Pastoral Care

- Provide support and training for school staff with a responsibility for pastoral care and behaviour management.
- Maintain an overview of key data relating to behaviour and suspensions and support school leaders to identify and track trends and develop responsive and effective strategies to address emerging issues.
- Work with school leaders and SEND leads to ensure that the graduated response is robust and supports pupils at risk of PEX.
- Work alongside middle leaders with a pastoral responsibility within our schools to build capacity at school and Trust level
- Provide hands-on support to schools in managing complex behaviour cases, including modelling de-escalation strategies and restorative approaches.
- Where required, assist with reintegration plans for students returning from suspension or alternative provision.
- Support schools in implementing behaviour interventions for students at risk of exclusion
- Support schools to manage behaviour through periods of challenge or turbulence – including if necessary, taking on a temporary senior leadership role in a school.
- Participate in, and where necessary facilitate behaviour and pastoral networks for staff with responsibilities for pastoral support and behaviour management.

Safeguarding

- Support schools to implement policies relating to safeguarding and child protection across the Trust, ensuring all statutory guidance is fulfilled and best practice is followed;
- Support the Director of Student Support with training for colleagues, governors and Trustees
- Support leaders to undertake Trust safeguarding reviews and identify areas of concern and best practice;
- Contribute to the safeguarding and promotion of the welfare and safety of children and young people with regard to the relevant documents published by the Department of Education, within any school in Blackdown Education Partnership.



Inclusion

- Provide support to designated teachers in relation to securing excellent provision for LAC (Looked After Children);
- Support SEND leads with complex cases where there are multiple vulnerabilities and particularly where safeguarding, behaviour and SEND issues are linked;
- Participate in Team around the School Meetings focusing on vulnerable pupils if required
- Work alongside school leaders to develop effective and impactful approaches to alternative provision including on and off-site solutions
- Comply with and uphold all respects of the Trust's code of Practice on equality and diversity.

Partnerships

- Share skills, expertise and capacity across the Trust and its schools and embed system leadership practice;
- Identify areas of best practice inside and external to BEP schools and broker advice and support where necessary;
- Promote and support collaboration across BEP schools;
- Build external networks that will further support schools in improving their provision for vulnerable pupils.

Equality and equity

- Ensure that the Trust reflects a vibrant and inclusive ethos, which actively values and promotes diversity, unity and community cohesion, and supports all pupils to become successful integrated learners;
- Actively challenge and address all forms of discrimination;
- Ensure a continual focus on equity as measured by pupil outcomes.

Other Duties

- To participate in induction training, staff review processes and professional development opportunities;
- Support schools with Ofsted preparation;
- To undertake additional duties as required, commensurate with the level of the role
- All staff must commit to Equal Opportunities and Anti-Discriminatory Practice;
- The post-holder will be expected to have an agreed working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, members of other agencies and community members.



Special Factors

- This role will involve traveling between schools within the Trust (and new ones that may join in the future). The reimbursement of travel costs to schools, other than the location of the central Trust office, will be as per the Trust's travel policy;
- There will be a requirement to work beyond school hours particularly in supporting and attending school and Trust based events;
- Working patterns will be aligned with school term dates and holidays must be taken during school closure periods;
- The post-holder will support the achievement of the Trust's objectives by working proactively with colleagues on projects or activities outside their direct area of responsibility as required;
- The post-holder is expected to familiarise themselves with and adhere to all relevant Trust and Policies and Procedures;
- To be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children and to report any concerns in accordance with the Trust's safeguarding policies;
- To comply with legislation, policies and procedures relating to confidentiality and data protection, reporting any concerns to the appropriate person;
- To comply with the Trust's ICT Acceptable Use and Confidentiality Agreement for Staff;
- To comply with the Trust's Health & Safety policy, procedures, and statutory requirements;
- As this post meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subject to an Enhanced Disclosure and Barring Service Check (DBS) before the appointment is confirmed. This will include details of ALL cautions, reprimands or final warnings as well as convictions, whether "spent" or "unspent". Criminal convictions will only be taken into account when they are relevant to the post.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

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You have a duty of care for your own health and safety at work and that of others who may be affected by your actions at work.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to a satisfactory Disclosure and Barring Service (DBS) Enhanced Disclosure Certificate.

Person Specification

Ideally candidates would meet the majority of the following criteria	Assessed through
Good honours degree (2:2 or higher)	Application
NPQH, NPQSL or similar relevant professional qualification	Application
Recent experience of pastoral leadership at whole school level or with significant numbers of children and young people. Or recent experience of advisory work relating to safeguarding behaviour, attendance and or the achievement and progress of disadvantaged learners with tangible success.	Application
A practising DSL or DDSL with recent advanced safeguarding training in an educational setting	Application
A track record in the successful leadership of behaviour, attendance and safeguarding	Application/Interview
Recent experience of leading training with a professional team	Application/interview
Experience of working across more than one school and/or both primary and secondary phases	Application/interview
Evidence of having successfully improved the culture of behaviour and attendance amongst cohorts of children and young people	Application/Interview
A mindset that is firmly rooted in a belief that adults can successfully have a significantly positive impact on the behaviour and attitudes of young people.	Interview
A deep understanding of the factors that influence poor outcomes for children and a solution focused approach to overcoming them	Interview
An unrelenting desire to make things better for children and young people	Interview
The ability to work effectively with other adults and influence their behaviour to enact positive change	Interview
Excellent interpersonal skills	Letter/references/interview
Excellent ICT skills	Letter/references

Excellent organisational and time management skills and a meticulous approach to record keeping	Application/letter/interview
Excellent relationships with colleagues	References
Ability to communicate effectively at all levels	Letter/References/interview
Infectious enthusiasm and relentless positivity	Interview
Creativity, imagination and ideas	Letter/interview
Flexibility	Letter/interview





About Us

The Blackdown Education Partnership was formed in 2023 from the merger of two founding trusts: The Castle Partnership Trust and Uffculme Academy Trust. This merger brought together 5 primary and 5 secondary schools in Devon and Somerset. Since that time we continue to grow and are currently a 12 school MAT of 6 primaries, 6 secondaries, 5 pre-schools and one sixth form.

We are also a strategic partner for SWiFT and run the mid-Devon ITT hub on their behalf where we recruit and train the teachers of the future.

We believe that education is transformative: it changes lives; and that schools are uniquely placed to engineer social change through powerfully addressing disadvantage in all its forms. The trust that is placed in us to nurture and support our pupils into flourishing and confident young people is one which we are committed to justifying.

We serve a diverse range of communities in Devon and Somerset and are dedicated to working in partnership with everyone invested in these communities to enrich our children's lives and empower them to carve out positive futures for themselves.

LEADERSHIP

Our Senior Leadership Team brings together both the Education and Business Functions of the Trust – we continually strive to deliver student and business related outcome in line with our strategic plan.

Working in partnership with our support functions we aim to harness the power of deep collaboration to ensure that through our collective endeavours all Headteachers are enabled to deliver on our mission.

WORKING IN PARTNERSHIP

We recognise the potential in collaboration, networking and sharing the of best practice to harness our collective energies for the benefit of our families and communities.

We run a number of Professional networks and School reviews which bring positive contributions to our staff and secures powerful professional learning for those taking part.





We take staff wellbeing seriously and take active steps to reduce workload. We have a wellbeing offer which ranges from gym membership and support with personal fitness to talking therapies and subscribe to Carefirst. We also allow employees personal days to enable everyone to enjoy some flexibility over attendance and participation in events that they might not otherwise be able to.

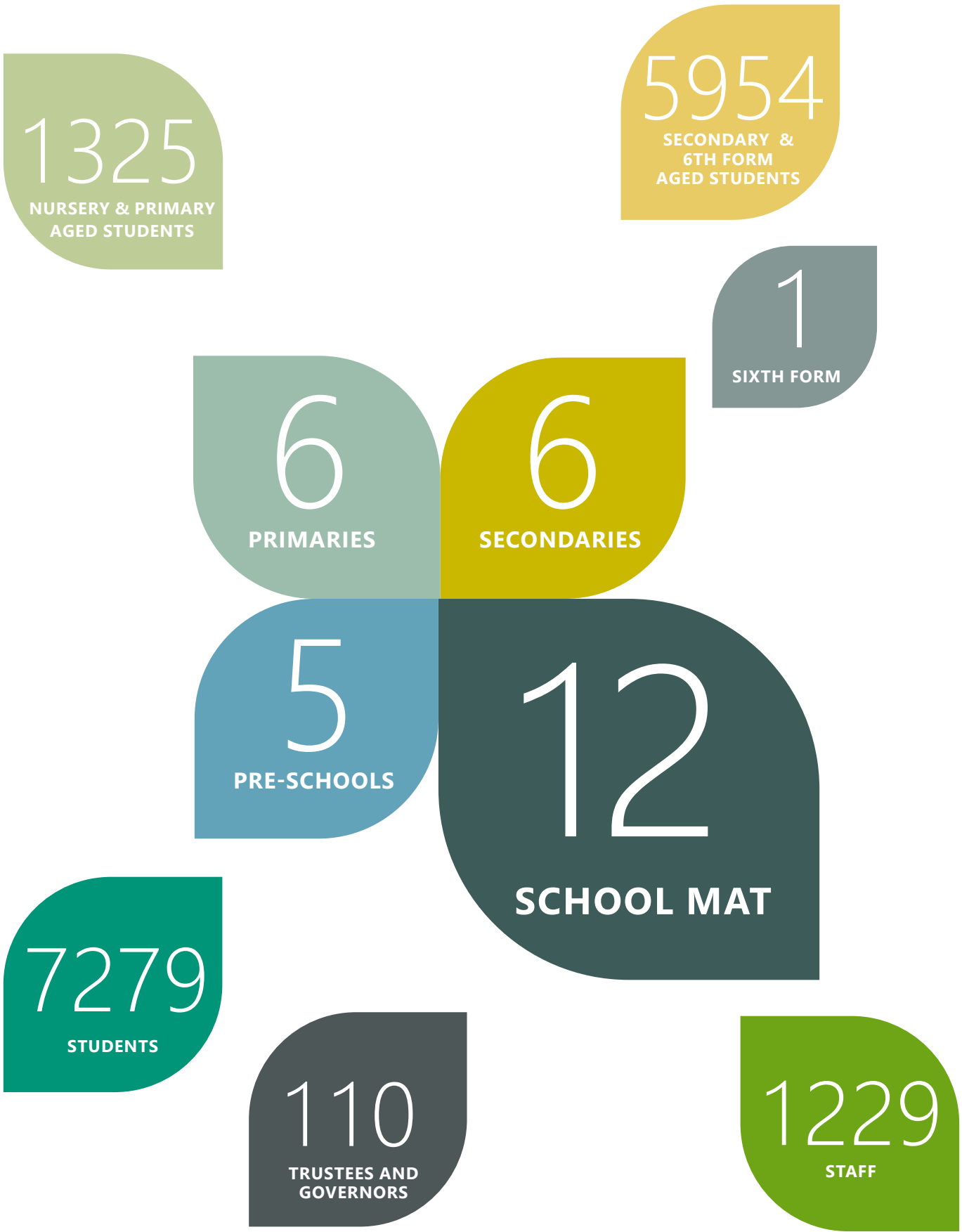
We are always willing to consider flexible working requests and job-shares and pride ourselves on a family friendly approach across our schools. The best resource we can provide for pupils is highly skilled, happy and fulfilled staff.

WHAT YOU CAN EXPECT FROM US:

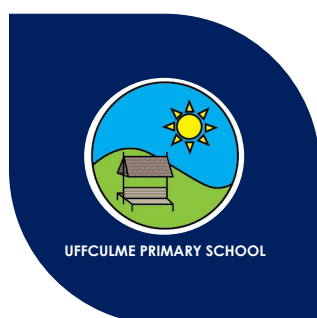
- Eligibility to join excellent pension scheme
- Option to make additional voluntary contributions to pension for local government pension scheme members which can help boost retirement benefits
- Access to a range of continuous professional development opportunities
- Trust wide charity events designed to encourage our people to participate in meaningful activities
- Access to wellbeing provision which offers information and advice on a range of workplace and personal issues
- Flexible working opportunities
- Enhanced special leave provision, including additional time off as part of our 'Personal Day' entitlement which supports employees to achieve a better work/life balance
- Free car parking
- On site catering facilities, all of which provide healthy and nutritious meals at a low cost
- Gym membership. Many of our schools have on-site gyms, the use of which is available to employees at a discounted rate
- Cycle to work scheme which enables employees to purchase a bike and accessories for their commute to work
- Free tea and coffee.



In numbers



Our Schools



LOCATIONS

All our schools are situated in the beautiful countryside of Devon and Somerset, within easy commuting distance of Exeter to the west and Bristol to the North, being close to some of the most beautiful coastlines of Devon and Dorset.

Our schools' varied locations allow our staff to access not only beautiful beaches, but also some of the best areas for walking, biking and other outdoor activities; yet the cities of Exeter, Bristol and Bath are close by.





www.bep.ac/bepmanifesto