BRIGHTON COLLEGE ABU DHABI

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ABU DHABI

Director of Inclusion – Whole College



In partnership with bloom. education

Brighton College Abu Dhabi wishes to recruit a Director of Inclusion - Whole College
Start Date: August 2022 (or sooner if available)



Brighton College Abu Dhabi, a sister school of Brighton College UK, is a leading Independent-style British International School located in the United Arab Emirates. Founded in 2011 at a prime location on Abu Dhabi Island on a purpose-built, state-of-the-art campus, the College is heavily over-subscribed and was rated outstanding in all six categories at the most recent ADEK inspection (2018). The full report is available on the website.

The school is a member of COBIS, BSME and IAPS and the Head Master is an international member of HMC.

Brighton College Abu Dhabi benefits from a strong partnership with Brighton College, the UK's top co-educational independent school, and with Brighton College Al Ain, Brighton College Dubai, Brighton College Bangkok and Brighton College Singapore. The Brighton family of schools currently educates more than 5,000 pupils.

A key component of Brighton's internationalism is the importance it places upon ensuring that its sister schools are authentically interpreting its values and ethos. Each school combines academic excellence with a wealth of co-curricular opportunities, all underpinned by a deep commitment to the individual needs and enthusiasms of every child. All pupils in the Brighton family of schools are valued for their own sake and encouraged to develop their talents to the full, in a community where there are no stereotypes and every achievement, however small, is noticed.

Brighton's success is built upon recruiting genuinely inspirational teachers who can enthuse about their subject and will maintain an exciting and vibrant intellectual environment in which children are able to explore their interests, develop their existing talents and acquire new ones.

This is a unique opportunity to join an exceptional and hardworking team with the united goal of ensuring that every child reaches their potential both academically and socially, by pushing boundaries and broadening horizons. Our positioning as one of the leading academic schools in the Middle East, is testament to the dedication and hard work of our Common Room.

Packages are amongst the best globally with an excellent basic salary and comprehensive benefits. We also offer exceptional levels of financial support for Continuing Professional Development.

Overview

The Director of Inclusion will lead an integrated team of specialists who will collectively ensure that every pupil is provided with the help and support they need to enable them to achieve. As a Senior Leader, your will have the autonomy to define and shape this provision, within College policy.

PERSON SPECIFICATION

- Enthusiastic and passionate about education with a sound understanding of UK Inclusion best practice.
- Flexible and adaptable to the varied demands of working in a premier school.
- Proactive in all aspects of College life through participation and support
- Evidence of teaching and leadership experience in a through Nursery school -Y13
- Able to lead and create a strong and dynamic team.
- Creative and innovative across and beyond the curriculum
- Able to work successfully under pressure with excellent organisational skills.
- Able to take responsibility and be accountable for all aspects of their department.
- Reliable and respectful at all times.
- Positive and proactive participation to CPD and the College's PDR and appraisal processes.
- Able to present a professional image in line with the high expectations of Brighton College.
- A competent communicator both orally and in writing
- A confident and competent user of IT in the classroom and for administrative purposes
- A recognised certification for the approval of exam access arrangements may be an advantage

RESPONSIBILITIES OF POSITION

- To be an ambassador of the College at all times, in school and the United Arab Emirates
- To lead by example in all areas of school life and to be a powerful role model for colleagues as an outstanding practitioner.
- To teach a maximum of a 30% teaching timetable, carry out duties as required (up to four per week) and to actively support the CCA Programme leading a minimum of two activities per week.

LEADERSHIP RESPONSIBILITIES

- To create and develop a positive and highly effective team.
- To have an understanding of specific needs (e.g. dyslexia, ASD, Dyscalculia, ADHD) and how to support children in a main stream setting and ensure optimal value for money for the organisation.
- To formulate and oversee the Inclusion annual budget, to monitor expenditure and keep an inventory of all equipment, textbooks and all other resources.
- To oversee the provision and maintenance of effective resources for learning - textbooks, pupils' materials, equipment, rooms etc.
- To encourage and promote inclusion across the College at all levels, with a commitment to improving transitions between the three schools.
- Be an exemplar classroom teacher able to offer support and guidance to staff on SEND, EAL, AG&T and inclusion to promote high standards of educational achievement.
- Liaise closely with colleagues from other schools and outside agencies and other professionals.
- Line manage staff employed to support children with needs.
- Maintain accurate records and coordinate care plans, SEND, EAL and AG&T register.

- Maintain SEND and EAL registers and rigorous data of progress, attainment and provisions.
- In consultation with other members of staff, to analyse and oversee action points from the attainment and progress data.
- To track and monitor the progress of all pupils on the Inclusion Register.
- Prepare documentation for submission to ADEK or educational bodies.
- To conduct monthly Inclusion meetings, ensuring the provision of agendas and minutes.
- To drive excellent standards of teaching and learning in the Inclusion Department.
- To ensure that all members of your team encourage each pupil to reach their academic potential through enthusiastic and personalised intervention, tailored stretch and challenge, rigorous record keeping and follow up.
- To maintain a Department file to include: Staffing, Plan, Schemes of Work, Timetabling, SDP, Job Descriptions, Budget, INSET, Assessments, Meetings, Visits/Visitors, Risk Assessments and IEPs
- To oversee additional requirements for external examinations.
- To take a lead in the strategic development of the department in the College.
- To be responsible for the Department's contributions to the College website, social media and publications as necessary.
- To contribute to the College's Self Evaluation and Development Plan.
- To attend all meetings and INSET as required, attending and contributing to Heads of Department meetings and arranging and leading regular Departmental meetings.
- To maintain close links and regular contact with the professional bodies with which the Department holds membership.

Teaching & Learning

- To be aware of and comply with all the College policies including those for marking and assessment, teaching and learning and reporting.
- To assist with covering colleagues as required.
- To prepare, invigilate and assess, as required, internal and external tests and examinations.

Pastoral

- To show an active interest in each child's personal and domestic circumstances.
- To have a deep commitment to and understanding of the principles of inclusion.
- To foster the personal and social developments of each pupil in your care.
- To promote pride in the College among the pupil body through high standards of dress, behaviour and commitment.
- To promote actively the social, moral and cultural ethos of the College community.
- To create an atmosphere of support by being aware of, and fully complying with, all the College.
- Polices, including the Code of Conduct, School Rules, and the Anti-bullying Policy.
- To be familiar with all the College's policies on Health and Safety and be proactive in ensuring the safety of all members of the College community at all times.
- To be aware of and comply with the College's rewards and disciplinary policies, promoting exemplary behaviour and a responsible attitude amongst all pupils.
- To be aware of and act upon all policies regarding the safeguarding of children.

Professional Responsibilities

- To ensure that all communication is acted upon appropriately and in a timely manner.
- To attend Parents' Evenings, Assemblies, Productions, Sporting and Special Events.
- To be responsible for all College resources particularly those in your care, reporting damage or loss to your line manager or the facilities manager, as appropriate.

- To foster a close partnership with parents in this sensitive area, initiating contact in appropriate circumstances and ensuring that there is a record of this.
- To be in School prior to 7.00 am and until at least 4:00pm
- To carry out any reasonable professional request made by the Head Master, Head of School or member of the CLT.

Formal Qualifications/Experience

- A recognized SEND Honours Degree (or equivalent). And/or EAL, with a willingness to commit to significant training in the other area of specialty, if your qualifications are only in SEND or EAL.
- A certified teaching qualification
- A distinguished record of teaching
- A strong record of professional development
- Working knowledge of EYFS, National Curriculum, ISEB, GCSE and A' Level as relevant
- At least three years of teaching experience
- Proven impactful leadership experience in SEND, EAL, Inclusion, AG&T

Applications

Deadline for applications is March 23rd 2022.

All applications must consist of the following completed documents:

1. Letter of application (maximum one and a half sides of Garamond 12) addressed to Ms Kelly Mansbridge, Head of Pre-Prep of Brighton College Abu Dhabi

2. Completed teacher application form (available on website)

3. CV (maximum 4 sides)

Safeguarding

Brighton College is committed to safeguarding and promoting the welfare of our pupils and expects all employees to share this commitment. All applicants should read the College's Child Protection Policy, which is available on our website, and are required to declare any information as requested on the application form. Enhanced disclosure with the Disclosure and Barring Service (DBS) in the UK and a local police certificate will be requested for the successful candidate.

NOTE: We reserve the right to interview and offer to a strong candidate prior to the closing date. It is strongly recommended that candidates submit their applications as soon as possible.