



# Cumberland Council

## Post Specification

<b>Date</b>	<b>May 2026</b>
<b>PG Number</b>	<b>9017</b>
<b>Post Title</b>	<b>Alternative Provision Lead</b>
<b>Job Family</b>	<b>Organisational Support</b>
<b>Job Family Role Profile</b>	<b>OS16</b>
<b>Final Grade</b>	<b>16</b>

To be read in conjunction with the job family role profile

### Service Area description

**Cumberland Council** is committed to providing high-quality educational services and support to children and young people within the local area. The council's **Children and Family Wellbeing Directorate** oversees various initiatives aimed at improving educational outcomes and ensuring inclusive, supportive environments for all students.

#### Key Focus Areas:

- **Special Educational Needs and Disabilities (SEND):**
  - Implementing the **Local Area SEND and Alternative Provision Strategy 2024 to 2028**
  - Ensuring that the voices of children, young people, and families are central to shaping inclusive, high-quality services
- **Alternative Provision (AP):**
  - Monitoring and evaluating alternative education provisions to ensure they meet high standards of quality and compliance
  - Developing and implementing quality assurance frameworks and processes for alternative provision

#### Collaborative Approach:

- **Multi-Agency Partnerships:**
  - Working across education, health, social care, and parent/carer groups to deliver meaningful and sustainable change.
  - Championing co-production and embedding a culture of innovation and collaboration

#### Commitment to Excellence:

- **Quality Assurance Framework:**
  - Implementing a new framework and practice standards to continually strive for excellence.
  - Investing in the Social Work Academy and workforce development

### Purpose of this post

The Alternative Provision Lead will oversee and monitor alternative education provisions within the local authority, ensuring high standards of quality assurance and compliance with statutory requirements. The role involves working closely with educational institutions, service providers, and stakeholders to support the educational outcomes of students in alternative provision settings.

The postholder will use solution-focused and evidence-based approaches to provide specialist advice and support to multi agency colleagues and partners/stakeholders in order to overcome complex and significant inclusion challenges for learners. The post holder will also drive service delivery of relevant projects and training across the county, using data effectively to secure progress on key performance indicators. The post holder will be expected to contribute towards progressing outcomes, recording and reporting on development as agreed with the SEND Transformational Lead in accordance with national and local strategies, policies and plans for children and young people supported by the service.

## Key job specific accountabilities

### Monitoring and Evaluation:

- Conduct regular visits to alternative provision settings to monitor the quality of education and support provided.
- Evaluate the effectiveness of alternative provision through data analysis, feedback, and performance metrics.
- Ensure compliance with local and national regulations and standards.

### Quality Assurance:

- Develop and implement quality assurance frameworks and processes for alternative provision.
- Provide guidance and support to alternative provision providers to improve educational outcomes.
- Lead on the development and dissemination of best practices in alternative provision.

### Stakeholder Engagement:

- Collaborate with schools, parents, and external agencies to ensure a coordinated approach to alternative provision.
- Facilitate regular meetings and forums with stakeholders to discuss progress, challenges, and improvements.
- Act as the main point of contact for all matters related to alternative provision within the local authority.

### 1. Reporting and Documentation:

- Prepare detailed reports on the performance and quality of alternative provision for senior management and other stakeholders.
- Maintain accurate records of monitoring visits, evaluations, and quality assurance activities.
- Ensure all documentation is up-to-date and compliant with data protection regulations.

Please note annual targets will be discussed during the appraisal process

### Key facts and figures of the post

#### Budget Responsibilities

- 

#### Staff Management Responsibilities

- 

#### Other

- 

### Essential Criteria - Qualifications, knowledge, experience and expertise

#### Qualifications:

- A degree in Education, Social Work, or a related field.
- Relevant professional qualifications or certifications in education management or quality assurance.

#### Experience:

- Significant experience in an educational setting, preferably within alternative provision or special education.
- Proven track record of monitoring and evaluating educational programs.
- Experience in developing and implementing quality assurance processes.

#### Skills and Competencies:

- Strong analytical and problem-solving skills.
- Excellent communication and interpersonal skills.

- Ability to work collaboratively with a range of stakeholders.
- Strong organizational and time-management skills.

**Personal Attributes:**

- Commitment to improving educational outcomes for all students.
- Ability to work independently and as part of a team.
- Resilience and adaptability in a dynamic work environment.

**Disclosure and Barring Service – DBS Checks**

- This post requires a DBS check.
- The level of check required is:
  - DBS Enhanced - Children & Adults

**Job working circumstances**

<b>Emotional Demands</b>	<ul style="list-style-type: none"> <li>• Normal</li> </ul>
--------------------------	--

<b>Physical Demands</b>	<ul style="list-style-type: none"> <li>• Normal</li> </ul>
-------------------------	--

<b>Working Conditions</b>	<ul style="list-style-type: none"> <li>• Normal</li> </ul>
---------------------------	--

**Other Factors**

- None