

Craighalbert Centre

The Scottish Centre for Children with Motor Impairments

"Unlock multiple rewards with a fulfilling career - it's a job that feeds both head and heart."

ROLE PROFILE

Position:	Head of Learning
Salary:	£68,390
Pension:	Scottish Teachers Pension Scheme
Working Hours:	37 hours per week
	(Monday-Thursday 8.30am – 4.30pm
	Friday 8.30am – 4pm)
Annual Leave:	55 Days
Closing Date:	29th May 2026, Interviews 9 and 10th June 2026

Reporting Line:	Chief Executive Officer
Reports:	Teachers, Learning Care and Therapy Practitioners.
Hours of Work:	37 hours per week.
Salary:	£68,390.
Pension:	Scottish Teachers Pension Scheme
Contract Type:	Permanent

Purpose of the Post

The Craighalbert Centre (The Scottish Centre for Children with Motor Impairments) is a registered Scottish Charity and Company Limited by guarantee. Its purpose is to work with families and partners to deliver integrated learning, therapy and care for children in Scotland, supporting the enablement of children affected by motor impairments to achieve their potential and fulfil their ambitions. Craighalbert is an independent school for children and young people with a current school roll of 15 and a plan to grow this to 22 as part of our strategic plan. Education provision includes early learning and childcare, primary and secondary provision. Craighalbert is an all through school and one of Scotland's Grant Aided Special Schools. (GASS).

Reporting directly to the Chief Executive Officer (CEO) and given our multi-disciplinary context, you will have a significant role not only within the education team but in collaboration with other members of the Centre Leadership Team (CLT) in developing and delivering the organisational strategy and our ambitious plans for the future. You will act as advisor to the Chief Executive and to the Board of Directors to ensure Craighalbert complies fully with national policy and legislation.

As Head of Learning at Craighalbert, you will be key to ensuring that we provide a highly personalised curriculum to address the complex additional support needs of children and young people placed with us by their residential local authorities. You will also have an outward facing role in liaison with national government and local authorities as we develop our outreach support model which looks to support the delivery of the Doran Review and the ASL Action Plan. Both areas are core to our strategic priorities.

The Head of Learning is responsible for implementing, evaluating, and improving educational programmes at Craighalbert and other locations across Scotland. Craighalbert is a high performing school with excellent Care Inspectorate Grades and a recent positive HMIE Inspection. The Head of Learning will be responsible for compliance, maintaining and driving up standards and the school improvement plan alongside contributing to organisational leadership and strategic development. The role involves leading a diverse, high performing team and ensuring seamless collaboration across all levels and programmes. Managing both teaching and practitioners, the Head of Learning must integrate education with therapeutic activities, promote and develop evidence-based practice, and foster effective partnerships with parents and external organisations.

In fulfilling these roles, you will be demonstrating your delivery of the Standard of Headship. If you do not already hold the qualification, you will be expected to achieve it within two years of appointment in accordance with the statutory requirement for local authorities and grant aided schools.

The Head of Learning will provide exceptional leadership, nurture the school's culture and ethos while exemplifying its vision and values. This entails upholding high standards and expectations in teaching, learning, behaviour, management, community engagement, and resource management. Specifically, to:

- Establish the school's overall policy and approach to addressing Additional Learning Needs.
- Lead a multi-professional team, ensuring collaboration at all levels and across all programmess to achieve children’s and organisational ambitions and improve educational quality.
- Ensure comprehensive supervision of the school's operations and its collaboration with both internal and external service partners.
- Contribute significantly to establishing the organisation as a Scottish Centre of Excellence for integrated learning, care, and therapy for children/young people with motor impairments.
- Be a member of the Centre Leadership Team (CLT), contributing to the strategic vision and direction and responsibility for all services.
- Report regularly to the Board of Directors and play a key role in organisational development and performance.

Responsibilities and Duties

Strategic Leadership

- Lead the organisation's educational vision for excellence in learning, therapy, and care for children with complex needs.
- Motivate and lead a high performing team to deliver educational excellence.
- Ensure continuous improvement in education to meet the needs of children and young people now and into the future, growing the role of the school.
- Engage in leadership opportunities to influence national standards and practices and share and evolve best practice.
- Work as a member of the Centre Leadership Team to work with the Board of Directors to contribute to evidence and deliver strategic vision.
- Play a key role in developing the future identity of Craighalbert as a National Centre of Excellence and Learning Hub.
- Represent Craighalbert at Educational Tribunals.

Management and Staff Development

- Oversee the professional development of teaching and support staff.
- Manage staff assignments, recruitment, induction, and performance processes.
- Develop policies and procedures to ensure operational excellence and promote professional skills development.

Quality and Governance Responsibilities

- Keep the CEO informed and advised of national policies and ensure statutory compliance.
- Maintain high standards in education and management.
- Monitor learning outcomes and provide feedback to stakeholders.
- Promote professional development and ensure the implementation of improvement plans.
- Play a role in the broader operational functioning of the Centre, generating income, managing physical resources and environment, maintaining facilities, health and safety standards, external communication.
- Provide updates on progress to the Board, Governing Bodies, and external partners as needed and requested.

Management of the Curriculum

- Lead innovative curriculum design and promote effective teaching methods.
- Foster collaborative working practices and co-professional working internally and externally.
- Offer both direct and indirect assistance with classroom coverage whenever necessary due to any resource constraints.

Management of Communications

- Report on important issues, maintain communication channels, and consult with parents.
- Develop relationships with external partners and represent the organisation at events.

Supporting a Positive Organisational Culture

- Promote a sense of community and encourage educational and social activities.
- Support a positive ethos and strive for the best outcomes for children and young people.

Person Specification

CRITERIA	ESSENTIAL	DESIRABLE	ASSESSED BY
Qualifications & Knowledge	Applicants must either possess GTCS registration along with the Standard for Headship or commit to fulfilling the requirements for full registration and attainment of the Standard for Headship within 2 years of being appointed. Developed robust knowledge of the Curriculum for Excellence and the milestones to support learners with complex additional support. A comprehensive and applied knowledge of Scottish legislation, national policy frameworks, and teacher professional standards as they relate to the education of children and young people, including those with disabilities and complex additional support for learning needs.	Specialist qualifications, education, formal training, and development in relation to children and young people with complex additional supports needs.	Application / Interview

CRITERIA	ESSENTIAL	DESIRABLE	ASSESSED BY
Experience	Successful teaching experience of 5 years or more in ASN or CCN. The knowledge, skills and experience to manage, supervise, instruct and coach less experienced members of the team who are delivering learning in the Centre. Significant expertise in working with children and young people either with a range of disabilities or experiencing particular types of disability or conditions. You should be able to demonstrate that you have ambition and aspiration for the children, young people and families you provide services too.	Experience of using a range of augmentative and alternative communication to assist in addressing barriers to learning and to promote learning. Selecting and applying a wide range of tools and techniques to measure and assess cognitive and learning abilities. Some experience of involvement in primary research, presenting research, publishing papers and lecturing. Experience of practice review, leading a change management project, improvement project and or formal change management techniques or use of quality improvement tools would be advantageous.	Application / Interview
Professional Development	Evidence of Continuing Professional Development within the area of ASN. An eager lifelong learner.	Breadth of professional development activity including contributing to in-school staff development.	Application / Interview

CRITERIA	ESSENTIAL	DESIRABLE	ASSESSED BY
Working and Leading Others	Demonstrate the ability to provide effective direction to a team of teachers and Learning Care Therapy Practitioners. Have experience, or an interest, beyond formal educational boundaries which showcase leadership and management. Experience of motivating others towards achieving common objectives. Proven capability is making sound decisions and guiding the team through challenges.	Evidence of excellent leadership skills Experience of working across a range of sectors beyond Education. Committed to the principles of service excellence and best in class services for children and young people in the areas of ASN.	Application / Interview
Collaboration and Team Work	Strong collaboration skills fostering positive working relationships within the Centre. Ability to work cohesively with other staff to enhance the experience of the children being taught. Experience in promoting a culture of teamwork and inclusivity.	Capability to engage in collective, constructive challenge and compromise at a senior level. The ability to all relate well to pupils, parents/carers, staff, and other adults.	Application / Interview
Curriculum Initiative	Evidence of implementing curriculum and policy developments. Ability to manage and effectively implement an improvement plan.	Evidence of success in initiating projects and carrying through development from inception to implementation.	Application / Interview

CRITERIA	ESSENTIAL	DESIRABLE	ASSESSED BY
	Evidence of ability to monitor and evaluate initiatives.		
Interpersonal Skills	Ability to create and maintain a positive atmosphere and to inspire and motivate others. Consultative, good listener, supportive of colleagues and highly participative.	Evidence of successfully demonstrating these skills in current post.	Application / Interview