Barnet Southgate College



Candidate Brief

Deputy Principal Student Experience, Inclusion and Personal Development

FEA EXECUTIVE SEARCH

Welcome



Dear colleague,

Deputy Principal Student Experience, Inclusion and Personal Development

I am delighted that you are considering applying for the role of Deputy Principal Student Experience, Inclusion and Personal Development and joining the Executive Leadership Team at Barnet and Southgate College.

This is an exciting time to join the College as we continue to deliver the ambitions outlined in our Strategic Plan, 2030 Vision.

At Barnet and Southgate College, we strive to provide our students with consistently high-quality learning and wider personal development experiences throughout their time with us. We do this in a safe and inclusive environment that promotes and celebrates individual success and high aspirations for all.

We recognise that in seeking to deliver this, our staff are our most valuable asset. We are an ambitious organisation. This is reflected in our Strategic Plan, and we recognise that having the right leadership in place is vital to delivering our ambitions.

We are an ambitious, inclusive and forward-looking further education college with a clear purpose: to change lives, empower individuals and connect communities. Our 2030 Vision Strategic Plan sets an ambition to be the leading provider of high-quality learning and skills development in North London, combining exceptional student experiences with innovation, regional growth and strong partnerships with employers and communities.

Working here means being part of one team where people are valued for the difference they make, supported by a culture built around being united, innovative, curious, inclusive, transparent, respectful, positive, responsible, measured and proud. Our strategy explicitly describes staff as the College's most valuable asset, with staff experience, wellbeing and professional development central to our ambition to become an employer of choice. Barnet and Southgate College is a place where we expect people to take responsibility, embrace change, contribute ideas, collaborate openly and continually improve, while celebrating success and maintaining a shared focus on creating better opportunities and futures for students.

We expect members of our college and executive teams to be proactive, innovative and inclusive in their approach and to have the ability to skilfully lead their team to deliver excellence. We promote a working environment that is rooted in trust, honesty, fairness and respect with clear lines of responsibility and accountability for all.

Our Executive Leadership and College Management teams are made up of committed, high performing individuals. We have an amazing body of staff across the College who are demonstrably committed to our students and champion their success.

Successful candidates will share this commitment, lead with integrity, be committed to their own development and to that of others and have high expectations of themselves. This is an exciting opportunity for talented individuals to join us on our journey, make a real difference, initiate and execute positive change and through this contribute to ensuring Barnet and Southgate College is an exceptional place to work and learn for all our staff and students.

We have appointed FE Associates to support us with this important appointment. Interested parties are advised to arrange an initial conversation with FEA's lead consultant, Jo.Johnston@fea.co.uk, to discuss this great opportunity ahead of the closing date and prior to submitting an application.

Thank you for your interest in joining Barnet and Southgate College and considering us as the next step and destination in your career.

Neil Coker



Chief Executive Officer and Principal



About Us

At Barnet and Southgate College, we are proud to be a leading further education institution in North London that is deeply committed to changing lives, empowering individuals and connecting communities. With campuses in Barnet, Southgate, Colindale and Edmonton Green, and a dedicated team of over 600 staff, we support more than 14,000 students each year across a broad spectrum of academic, vocational and professional programmes. With an income of £60 million in 2026/27, we are a leader in vocational education, offering a board and deep curriculum spanning T Levels, A Levels, technical and vocational qualifications, apprenticeships and specialist training in areas like aviation, healthcare, creative media, sport, engineering and electrical.

Our work is guided by our 2030 Vision Strategic Plan - a bold and ambitious roadmap that positions us as the region's foremost provider of high-quality learning and skills development. Our six strategic pillars - from delivering a responsive curriculum and impactful teaching to ensuring financial resilience and building purposeful partnerships - reflect our unwavering commitment to innovation, inclusivity and excellence.

What truly defines us though, is our culture. Our guiding principles - being united, innovative, curious, inclusive, transparent, respectful, positive, responsible, measured and proud - shape how we work together and how we serve our students and communities. These values are not just words; they are the foundation of how we lead, collaborate and grow.

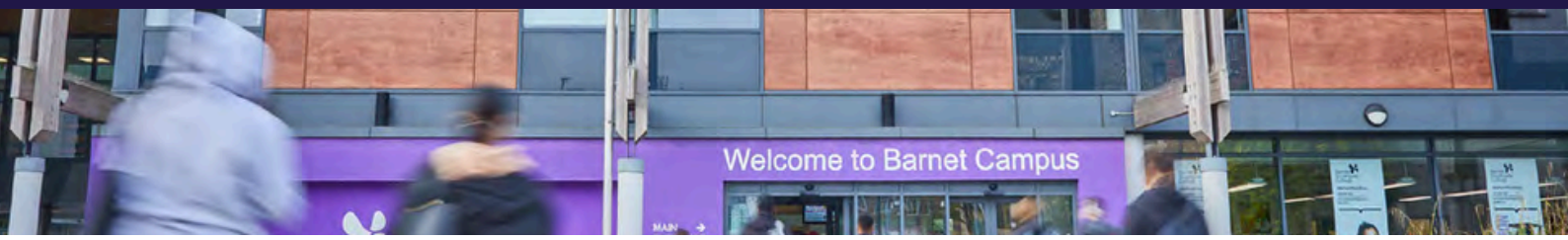
As an anchor institution, we play a vital role in regional development. We work closely with employers, industry leaders and community stakeholders to ensure our curriculum evolves with the skills landscape. With a strong focus on sustainability, equality, diversity and the integration of new technologies, we are preparing our learners not just for today's opportunities, but for the challenges and possibilities of tomorrow.

To learn more about our work and vision, visit www.barnetsouthgate.ac.uk





Our Locations



Colindale Campus
Our Colindale Campus forms an integral part of a £550 million urban master plan to regenerate the wider Grahame Park area. The campus offers contemporary educational facilities within a flexible purpose-built building.

The facility brings education and training closer to the community and offers a state-of-the-art learning environment. This includes a specialist vocational skills centre for the College's brickwork, carpentry and joinery, gas engineering and plumbing courses. The facility supports skills development and progression for learners through to higher level qualifications.

Our vocational skills centre offers access to cutting-edge facilities in line with industry advancements, including heat pump installation and maintenance training.

The campus also includes a training hair salon and beauty salons open to the public to showcase the College's hairdressing, barbering and beauty therapy courses.

Additional community services at Colindale include the London Borough of Barnet Public Library and a community services area for the Barnet Centre for Independent Living (B-CIL). B-CIL is a hub centre to provide support and advice for people with disabilities in areas such as advocacy matters, life skills, computer skills and employment. It is a centre run largely by people with disabilities for people with disabilities.

Southgate Campus
Southgate Campus runs a full range of vocational and skills courses including our popular Sports curriculum.

The Pathway Centre offers a range of Supported Learning courses combining work-related skills to cater for a wide range of needs, including students with profound and complex learning difficulties and life-limiting conditions.

The campus has undergone an £8m refurbishment project partly funded by the London Economic Action Partnership (LEAP) which has enabled the College to expand its capacity for learning space and digital access for students.

There are new areas for electrical studies and new facilities for Science, Technology, Engineering and Maths (STEM), specifically within a newly refurbished wing and the creation of advanced engineering workshops. Sports facilities have also been refurbished with a new gym, available for use by both students and staff.

Barnet Campus
The Barnet Campus is a well-established centre for those looking for a change to staying on at school to study their A Levels, T Levels and BTEC courses.

The state-of-the-art campus opened 14 years ago and successful A Level students have achieved consistently high grades over the years to secure places at a host of universities. Students say their results are down to supportive teaching, independent learning and excellent facilities.

The Barnet Campus is the home of our Creative Arts, Media, Architecture, Fashion, Childcare and Education, Health and Social Care, Business & Travel, Computing & IT courses.

Edmonton Green community connection
We also host ESOL provision at Edmonton Green, improving community cohesion in and around the Edmonton Green area.

Our Community
The two main boroughs that the College serves, Barnet and Enfield, are large and collectively contain over 670,000 people. The local economies are mixed with a focus on small to medium enterprises and micro businesses, and a wide range of industrial/business centres.

The College has well developed, excellent educational links with a wide range of partners which has enhanced and enriched the learner experience beyond that provided internally. This includes our high specification media training hub for our creative courses at the Barnet Campus, STUDIO, which was opened last February 2025 by the Mayor of London Sadiq Khan.

The College is a major employer in both boroughs and is an outstanding contributor to local authority strategies for education, employment and social regeneration.







Our Leadership Team

The core Executive Leadership Team is made up of:

- **CEO and Principal**
- **Deputy Principal Curriculum, Skills and Business Development**
- **Deputy Principal Quality of Education**
- **Deputy Principal, Student Experience, Inclusion and Personal Development**
- **Chief Finance Officer**
- **Chief People Officer**
- **Executive Director, Digital Transformation**







Job Description

Job title:	**Deputy Principal, Student Experience, Inclusion and Personal Development**
Reports to:	**CEO and Principal**
Direct Reports:	**Director of Student Services, DSL, Assistant Directors Behaviour and Personal Development, Director, Supported Studies and The Pathway Centre, Careers and EHCP leads and other provision leads according to the portfolio.**
Executive Leadership Team:	**A senior postholder role appointed by and accountable to, the Board of Corporation and line managed by the CEO and Principal.**
Salary:	**£110,000 per annum**
Contract:	**Senior Post Holder, full-time, permanent contract.**

Job Purpose

The Deputy Principal will make sure every student at Barnet and Southgate College, whatever their background, starting point or need, is safe, supported and able to succeed. The postholder leads the whole student journey outside the classroom and is the College's senior lead for student inclusion.

In particular, the postholder will:

- Provide strategic and operational leadership of the student experience across all four campuses, so that it is consistent, high-quality and recognised by students, parents, carers and partners.
- Lead inclusion for students, including SEND, Additional Learning Support and support for disadvantaged and under-represented groups, so that gaps in participation, achievement and progression close.
- Hold senior responsibility for safeguarding, Prevent, wellbeing, behaviour and attendance, meeting all statutory duties.
- Champion student voice, so that it reflects the whole student body and shapes strategy and decisions.
- Lead students' personal development, including enrichment, careers education and preparation for next steps.
- Oversee the College's learning centres and all associated activity.
- Contribute, as a member of the senior leadership team, to the overall leadership, reputation and financial health of the College.

Key Responsibilities

Inclusion, equality and diversity for students

- Lead the development and delivery of a student inclusion strategy that puts the 2030 Vision's Equality, Diversity and Inclusion theme into practice across all campuses.
- Make sure the College meets its duties under the Equality Act 2010, including the Public Sector Equality Duty, for students.
- Use data to identify and close gaps in participation, retention, achievement and progression for groups of students, including those with protected characteristics, SEND, care experience, young carers, ESOL learners and those facing socio-economic disadvantage.
- Report regularly to senior leaders and governors on the progress of these groups and the impact of interventions.
- Work with curriculum leaders so that the curriculum offers accessible entry points and clear internal progression routes for all students.
- Promote a culture where discrimination, bullying and harassment are challenged always and where British values and mutual respect are lived.

SEND and Additional Learning Support

- Provide strategic leadership of SEND and Additional Learning Support, in line with the SEND Code of Practice (0 to 25).
- Make sure EHCP processes, annual reviews, high needs funding and local authority commissioning are managed effectively and compliantly, working closely with Barnet, Enfield and other commissioning authorities.
- Lead, in liaison with the College's exams team, assessment and arrangements for Exams Access arrangements.
- Ensure students' additional learning needs are identified early, from application onwards and that support is well planned, delivered and reviewed for impact.
- Build staff capability in inclusive practice, working with teaching and learning colleagues so that adjustments are consistent in classrooms and workshops.
- Develop high-quality pathways that lead to meaningful destinations for students with SEND.

Student experience and the learner journey

- Lead the whole learner journey, from application and enrolment through induction, on-programme support and progression, making sure it is professional, efficient and welcoming.
- Work with curriculum and marketing colleagues to support recruitment targets and strong transition from schools, including school liaison where within remit.
- Make sure student services, welfare, financial support and bursaries are accessible and equitable across all four campuses.
- Set and monitor clear standards for the student experience, using feedback and data to drive continuous improvement.
- Lead work to make students confident to recommend the College to others.

Student voice and engagement

- Lead the student voice and involvement strategy, so that students' views are gathered systematically, acted on and reported back to them.
- Support student representative structures, including student governors, so that they are effective and reflect the diversity of the student body.
- Lead student surveys and feedback processes and use findings to inform strategy, self-assessment and quality improvement.

Personal development, enrichment and careers

- Lead the implementation and delivery of a high-quality careers and employability skills offer for students across the College.
- Lead the College's provision for high-quality industry placement and work-related experiences.
- Lead a personal development programme that builds the skills, behaviours and attributes students need to contribute to their communities and succeed in their next steps.
- Develop a varied enrichment offer, including sport, clubs, volunteering, social action and celebration events and increase participation by all groups.
- Make sure careers education, information, advice and guidance meets statutory requirements and the Gatsby Benchmarks and supports progression into further study, apprenticeships and employment.
- Lead the celebration of student achievement and contribute to the development of an active alumni network.



Safeguarding, Prevent and wellbeing

- Hold senior leadership responsibility for safeguarding and Prevent, making sure the College meets Keeping Children Safe in Education and all other statutory duties.
- Ensure all staff are trained and understand their responsibilities, with a strong culture of "it could happen here".
- Analyse safeguarding, wellbeing and incident data to identify themes, including local contextual risks and lead effective responses with partners.
- Lead the College's approach to student mental health and wellbeing, working with health and community services.
- Report on safeguarding to governors and support the link governor for safeguarding.

Behaviour, attendance and campus life

- Lead the student behaviour policy and its consistent, fair application across campuses, with attention to disproportionality.
- Lead the continued development and embedding of an organisation-wide trauma informed approach to our student experience.
- Work with curriculum leaders to improve attendance, punctuality and retention.
- Lead the College's tutorial provision across all Study Programmes.
- Support initiatives linked to community cohesion, developing our students' abilities to make a positive contribution to student life in the College and to their local communities.

Partnerships

- Build strong relationships with local authorities, schools, health services, police, voluntary and community organisations and employers to support inclusion and the student experience.
- Represent the College on relevant local and regional boards and networks, supporting its role as an anchor institution.

Quality, compliance and inspection

- Make sure quality processes in areas of responsibility are rigorous, including self-assessment and quality improvement planning.
- Lead the College's evidence and readiness for inspection on inclusion, personal development, wellbeing, behaviour and safeguarding, in line with the Ofsted inspection framework.
- Ensure all relevant data returns, funding rules and compliance requirements are met.

Leadership, people and resources

- Lead, manage and develop the teams within remit, setting high expectations and clear accountability.
- Manage budgets and resources effectively and efficiently, delivering value for money.
- Support staff wellbeing, development and career progression in line with the People Strategy.
- Use new technology to improve the student experience and the efficiency of student-facing services.

Senior leadership and general responsibilities

As a member of the senior leadership team

- Contribute to the strategic leadership of the College and the delivery of the 2030 Vision, its critical success factors and annual KPIs.
- Deputise for the CEO and Principal as required.
- Work with governors, including attending committees and providing reports, training and information to support scrutiny.
- Identify and manage risks within areas of responsibility, protecting the College's stability and reputation.
- Contribute to the College's financial resilience, including efficient use of resources and income generation where appropriate.
- Role model the Guiding Principles and lead the cultural change needed to make them real for staff and students.
- Be an ambassador for the College, promoting its successes locally, regionally and nationally.

General

- Promote and safeguard the welfare of children, young people and vulnerable adults.
- Promote equality, diversity and inclusion in all aspects of work.
- Comply with health and safety, data protection and all other College policies and procedures.
- Support the College's commitment to sustainability and net zero by 2040.
- Take part in appraisal and continuing professional development.
- Work flexibly, including some evenings and weekends and travel between campuses and other locations as required.
- Carry out other duties appropriate to the grade of the post.

This job description reflects the current needs of the College. It is not exhaustive and will be reviewed as those needs change, in consultation with the postholder.



Person Specification

Experience

Essential

- Successful senior leadership in further education or a comparable complex education setting.
- Leading strategies that measurably improved the student experience, satisfaction or outcomes.
- Leading inclusion or EDI work that narrowed gaps for disadvantaged or under-represented groups.
- Strategic leadership of SEND and learning support, including EHCPs and high needs funding.
- Senior responsibility for safeguarding and Prevent in an education setting.
- Building effective learner voice and student engagement structures.
- Leading and developing senior managers and multi-disciplinary teams.
- Managing budgets and resources effectively.
- Leading change across more than one site.
- Working with local authorities, health, police and community partners.

Desirable

- Working with and reporting to governors.
- Leading enrichment, personal development or careers programmes.
- Leading or contributing significantly to a successful Ofsted inspection.

Knowledge

Essential

- Current national policy and priorities in further education.
- Statutory safeguarding and Prevent requirements, including Keeping Children Safe in Education.
- The SEND Code of Practice and high needs funding arrangements.
- The Equality Act 2010 and the Public Sector Equality Duty.
- The Ofsted inspection framework, particularly inclusion, personal development, wellbeing and safeguarding.

Desirable

- Careers guidance requirements and the Gatsby Benchmarks.
- Further education funding methodologies.

Qualifications

Essential

- Degree or equivalent professional qualification.
- Evidence of recent, relevant continuing professional development.
- Designated Safeguarding Lead training, or willingness to complete.

Desirable

- Recognised teaching qualification (e.g. PGCE, Cert Ed, DET).
- Postgraduate or leadership/management qualification.

The following are considered essential for the role:

Skills and Abilities

- Ability to set a clear strategic direction and translate it into effective operational delivery.
- Confident use of data to identify gaps, set targets and evaluate impact.
- Excellent written and verbal communication, including with students, parents, carers and governors.
- Ability to influence, negotiate and build partnerships at local and regional level.
- Sound judgement and decision-making in complex and sensitive situations.
- Ability to plan, prioritise and meet deadlines across multiple areas.
- Ability to use digital tools to improve services.

Personal Qualities

- Visible commitment to inclusion, social justice and student welfare.
- Behaviours that reflect the college's Guiding Principles.
- Collaborative, inclusive and supportive leadership style.
- Resilience and calm under pressure.
- High expectations of self, staff and students.
- Credibility with a wide range of audiences, including students.
- Commitment to own professional development.

Other Requirements

- Satisfactory enhanced DBS check and pre-employment checks.
- Willingness to work flexibly, including some evenings and weekends.
- Ability to travel between all four campuses and other locations.

How to Apply

We have retained FE Associates to support us in finding an outstanding individual to inspire excellent practice across our organisation. The application process is outlined below.

1

Initial Discussion

Prior to submitting an application, interested parties should arrange an initial conversation with our FE Associates lead consultant, by emailing **Jo.Johnston@fea.co.uk**, to discuss the role before the closing date.

2

Recorded First-Stage Teams Interview

Once it is agreed for you to proceed with an application, the lead consultant will schedule a first-stage interview via Teams with you which will take place before the closing date and will be recorded. Once this interview has been scheduled, you should submit your application.

3

Apply Online

Please visit **www.fea.co.uk/job/bsc-dpsei** and complete the registration form to access the online application form and the equality and diversity form. At Step 2: Submitting your application, click Apply now.

4

Shortlisting and Invitation to Interview

After the closing time/date, our lead consultant will send all applications and recorded first-stage discussions to the College for shortlisting. Once the shortlist has been agreed, candidates will be notified by the lead consultant and shortlisted candidates will be invited to a formal interview/selection process with the College.

5

Safer Recruitment and Due Diligence Checks

Applicants are advised that, as part of the statutory guidance on Keeping Children Safe in Education, colleges/training providers are advised to make arrangements for an online search as part of due diligence on shortlisted candidates. The searches are aimed to assist in identifying things said or done that may harm the organisation's reputation or make the candidate unsuitable to work with children, young people and vulnerable adults. Where a cause of concern arises from the online search, a risk assessment will determine whether the concern is of such a nature that it is appropriate to exclude a candidate from the process or whether a clarification discussion, before or during an interview, is needed.

Key Dates

Closing date for applications: 9am on Tuesday 24 November 2026.

Interviews to take place on Wednesday 9 December 2026.

Barnet Southgate College



Thank you for your interest

in joining Barnet and Southgate College and considering us as the next step and destination in your career.

To discuss the role, contact FEA's lead consultant **Jo.Johnston@fea.co.uk**

www.barnetsouthgate.ac.uk

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