

Job Title: SEND Teacher

Location: Greatham CofE Primary School

Start Date: January 2025

Contract Type: Permanent

Salary: Main/Upper/Leadership point (Depending on experience) £31,650 to £49,084

Additional Allowance: SEND £2,679 up to a maximum of £5,285

Weekly Hours: 32.5

Working Weeks: 190 days TTO + 5 days

About Us:

Greatham Church of England Primary School is a very popular school at the heart of the local community. The school offers an inspiring curriculum and provides children with high achievement, confidence and strong moral values underpinned by a distinctly Christian ethos. The school joined Melrose Learning Trust on 1st December 2022.

At Greatham Church of England Primary School, our vision for all children is Love each other, just as I have loved you (John 15:12).

Central to our school ethos is love and respect for God, each other and all of creation and we value the positive partnerships we have with the Church, families, governors and the wider community.

We aim to provide a loving and nurturing environment that enables pupils to fully develop their skills and talents. We encourage children to take risks, make mistakes and through perseverance, learn from these to achieve in a loving and supportive environment.

We support pupils to become independent, resilient and reflective learners through a creative, broad and balanced curriculum tailored to their needs. We are dedicated to making the school a loving and caring community where all children can interact, learn and pursue academic excellence together so that they may lead responsible and fulfilling lives.

Our school is a vibrant and inclusive educational community committed to providing high quality learning experiences for all pupils. The school has a holistic approach to ensure personalised support for all pupils, and we strive to create an environment where every child can believe in themselves, achieve their goals and develop the skills necessary to succeed in their future.

The Governing Body of Greatham Church of England Primary School is looking to appoint a dedicated and experienced SEND Teacher with a passion for making a profound impact on the lives of children with special educational needs to join our team as soon as possible.

This is an exciting opportunity for a creative, flexible and ambitious teacher who is seeking a brilliantly supportive, inspiring, and enjoyable working environment, giving you the opportunity to make a positive and significant difference to the lives of young children every day.

Key Responsibilities:

As the school's SEND Teacher, you will be a key member of the school's leadership team, responsible for overseeing the efficient management of the additionally-resourced provision (ARP). You will play a pivotal role in advising staff within school of individual pupil needs, supporting with the creation of tailored learning plans, sourcing and managing resources and working collaboratively with families and other professional agencies to ensure a high standard of care and education. The role will include responsibilities such as:

- Fostering a positive and nurturing environment that promotes growth, self-confidence and emotional wellbeing.

- Collaborating closely with parents, caregivers and external agencies to ensure the best possible support for each pupil.
- Using a variety of teaching strategies and resources to promote pupil's engagement and learning.
- Monitoring and assessing pupils' progress, providing regular feedback to pupils, families and colleagues.
- Having high expectations of learning and behaviour and can inspire and motivate children.
- Having an excellent knowledge of the National Curriculum objectives and expectations.
- Embracing continuous professional development and staying up to date with the latest trends and methodologies in SEND education.
- Working effectively as part of a team.
- Contributing to the wider school community.
- Having a hands-on approach to supporting pupils in their learning, with a willingness to interact, engage and form positive rapport with pupils.
- Fostering a supportive and inclusive environment throughout school where all pupils feel valued and respected.
- Providing accurate clerical support when required in terms of pupil data/progress.

Ideally, our successful candidate will have:

- Previous experience of working in a similar role and a strong understanding of special education.
- Proven experience of working with pupils with a variety of special educational needs.
- Degree and Qualified Teacher Status.
- A passion for working with children and a commitment to promoting well-being and academic development ensuring every pupil is supported to fulfil their potential and flourish in education.
- High expectations of learning and behaviour and can inspire and motivate children.
- Excellent knowledge of the National Curriculum objectives and expectations.
- Excellent communication and interpersonal skills, with the ability to form strong and supportive relationships with children.
- Patience, empathy and a positive attitude towards overcoming challenges.
- A resilient, proactive and positive nature.
- High levels of enthusiasm, energy and positivity when working with pupils.
- The ability to create and maintain a safe and supportive sports environment.
- Relevant qualifications or training within education, childcare or working with additional needs (desirable but not essential).

How to Apply:

If you have the skills and drive to be successful in this role, please contact school on contact number 01429 870254. If you need any further information, please contact us at: office@greathamprimary.org.uk

Visits to school are encouraged, please contact us and we will arrange a time.

For more information about us, please visit <https://greathamprimary.org.uk/>

Closing Date for Applications: Noon 10th October 2024

Interviews: W/C 17th October 2024

Position Available: As soon as possible

Greatham Church of England School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful applicant will be subject to relevant vetting checks in line with Keeping Children Safe in Education Part 3, including an enhanced disclosure, satisfactory references, before an offer of employment is confirmed. All shortlisted candidates will be subject to an online check as part of the safer recruitment process. Greatham Church of England Primary School welcomes a diverse population of both children and staff and is committed to promoting and developing equality of opportunity in all its functions.

Job Description SENDCo and Class Teacher Specific responsibilities as ARP Lead Teacher and SENCo

POST:	<p>SEND Teacher Main/upper pay scale Pay point Main scale to UPS 3 depending on experience £31,650 to £49,084 Additional Allowance £2,679 up to a maximum of £5,285 32.5 hpw 190 days TTO + 5 days</p>
Responsible to	Headteacher
Job Purpose	<p>To deliver outstanding teaching and learning and therefore help children achieve excellent academic, personal and social results enabling them to be lifelong learners and be a role-model who impacts the whole school community in a positive way. To design an engaging and challenging curriculum that inspires children with additional needs to learn. To be a key part of our vibrant staff team and to ensure that our relationships with parents and the wider community continue to be an integral part of what we do.</p> <p>As the Lead Teacher for the ARP, you hold the responsibility for the quality of education that is provided for all pupils in the ARP to ensure they are making good or better progress from varied starting points. Your extensive knowledge and understanding of teaching and learning for pupils with special educational needs enables you to fulfil all responsibilities outlined below and support other staff in the ARP in doing the same.</p>
Key Tasks	<ul style="list-style-type: none"> • lead the strategic direction and development of SEN Provision in the School (with the support of, and under the direction of the Headteacher) • exercise a key role in assisting colleagues with the strategic development of SEN policy / provision • support all staff in understanding the needs of SEN pupils and ensure the objectives to develop SEN are reflected in the school development plan • monitor progress of objectives and targets for pupils with SEN from teachers' plans; evaluate the effectiveness of teaching and learning by work analysis and use these analyses to guide future improvements • analyse and interpret relevant school, local and national data and advise colleagues on the level of resources required to maximise achievement • liaise with staff, parents, external agencies and other schools to co-ordinate their contribution, provide maximum support and ensure continuity of provision • maintain oversight and ensure the ARP provision effectively meets needs of pupils whilst also maintaining strong partnerships between the local authority, external professionals and local schools • access and then maintain oversight of additional funding for pupils with SEND (with the support of, and under the direction of the Headteacher)
Teaching and Learning	<ul style="list-style-type: none"> • carry out the duties of a teacher as set out in the School Teachers' Pay and Conditions Document and the Professional Standards for Teachers Document Main Duties • demonstrate a high standard of classroom practice, making use of effective planning, evaluations, classroom organisation, visual displays, stimulating resources • plan, resource and deliver engaging and effective lessons and sequences of lessons to the highest standard that ensure real learning takes place and all children make excellent progress.

	<ul style="list-style-type: none"> • provide a nurturing classroom environment that helps children to develop as life-long learners and instill a love of learning. • design and refine approaches to teaching that are effective and consistently well matched to learning objectives, integrating recent developments, including those relating to pedagogy • assess, record and report on all aspects of pupils' progress and development. • support the identification of and disseminate the most effective teaching approaches for pupils with SEN • support pupils in their social and emotional wellbeing in implementing relevant social, healthy and physical programmes, including those with health, social and physical needs • work with colleagues to develop effective ways of bridging barriers to learning through: <ul style="list-style-type: none"> - assessment of needs - monitoring of teaching quality and pupil achievement - target setting, including IEPs - developing a recording system for progress • develop the curriculum to meet the needs of ASD learners using a variety of statutory and non-statutory frameworks • collect and interpret specialist assessment data to inform practice • undertake day-to-day co-ordination of SEN pupils' provisions through close liaison with staff, parents and external agencies • work with colleagues to ensure all pupils learning is of equal importance and that there are realistic and achievable expectations of pupils • consider the range of teaching strategies / equipment that could be utilised for pupils requiring specialist provision • <u>Work with class teachers to include children in the mainstream classroom;</u>
<p>Communication and reporting</p>	<ul style="list-style-type: none"> • establish rapport and respectful, trusting relationships and communicate effectively with pupils, their families and carers, and other agencies / professionals • initiate appropriate and effective communication with the SLT team and other professionals, forging and sustaining relationships across multiple agencies • provide or contribute to oral and written assessments relating to individual pupils or groups of pupils, internally, with parents and outside agencies • assist in the identification of pupils' Special Educational Needs through observation in the classroom, individual screening and assessment of reports • contribute to the writing and regular review and updating of Individual Education Plans • liaise with classroom teachers concerning the needs and progress of individual pupils and provide advice as appropriate about teaching strategies to assist particular pupils • interpret the recommendations of Educational Psychologist, Occupational Therapist and other professionals and disseminate them so that they are effectively implemented in the classroom • use data generated by school assessments effectively to inform future pupil progress • write reports for parents on the pupils receiving specific teaching • liaise with parents and carers concerning pupil progress and concerns and updates to the IEP, and to be proactive in communication about these issues • make recommendations to parents concerning the use of external agencies for identifying SEND • maintain a thorough and up to date knowledge and understanding of the

	<ul style="list-style-type: none"> current SEND Code of Practice and of the school's curriculum and policies participate in INSET provided by the School and where appropriate to lead training on SEND issues liaise with external agencies to ensure that the school is providing appropriate support for SEND children liaise with classroom teachers concerning the needs and progress of individual pupils and to provide advice as appropriate about teaching strategies to assist particular pupils use data generated by school assessments effectively to inform future pupil progress contribute to the writing reports for parents
Monitoring, Assessment, Planning, Tracking and information sharing	<ul style="list-style-type: none"> assess, record and report on pupils' attainment and progress within assessment and reporting process participate in meetings with other staff, external professionals and parents regarding pupils assist in the induction and development of classroom support staff, sharing information and good practice share information confidentially about pupils with senior leaders and other professionals assist in the identification of pupils' Special Educational Needs through observation in the classroom, individual screening and assessment of reports oversee the writing and regular review and updating of Individual Education Plans maintain a thorough and up to date knowledge and understanding of the current SEND Code of Practice and of the school's curriculum and policies participate in INSET provided by the School and where appropriate, lead training on SEND issues support annual reviews and attend / chair when necessary liaise with other school SENCOs as require
Leading and Managing Staff	<ul style="list-style-type: none"> provide professional guidance to staff to secure good teaching for SEND pupils, through both written guidance and meetings contribute to the appraisal process for identified staff advise on and contribute to the professional development of staff, including whole school lead on the management of the ARP
Safeguarding and Promoting the Welfare of Children & Young People	<ul style="list-style-type: none"> carry out tasks associated with pupils' personal hygiene and welfare, including personal intimate care, physical needs, whilst encouraging independence promote and safeguard the welfare of pupils in line with policy and legislation, raising concerns as appropriate
Health & Safety	<ul style="list-style-type: none"> be aware of and implement your health and safety responsibilities as an employee and where appropriate any additional specialist or managerial health and safety responsibilities as defined in the Health and Safety policy work with colleagues and others to maintain health, safety and welfare within the working environment administer First Aid when required
Equalities	<ul style="list-style-type: none"> promote inclusion and acceptance of all pupils work in accordance with the aims of the Equality Policy, treating individuals with the respect for their diversity, culture and values
Flexibility	<p>The school provides front line services, which recognises the need to respond flexibility to changing demands and circumstances. Whilst this job outline provides a summary of the post, this may need to be adapted or adjusted to meet</p>

	changing circumstances. Such changes would be commensurate with the grading of the post and would be subject to consultation. All staff are required to comply with Trust policies and procedures.
Customer Service	<ul style="list-style-type: none"> • maintain a commitment to equity of access and outcomes, including due regard to equality, diversity, dignity, respect and human rights and working with others to keep vulnerable people safe from abuse and mistreatment. • offer a professional level of service at all times.
Data Protection	<ul style="list-style-type: none"> • comply with Melrose Learning Trust policies and supporting documentation in relation to Information Governance, which includes Data Protection, Information Security and Confidentiality.

The above responsibilities and expectations are neither exclusive nor exhaustive and the postholder may be required to carry out such other appropriate duties as may be required by the Headteacher within the competence of the individual.

Teacher:

Date:

Headteacher:

Date:

Teacher Person Specification

Category	Essential	Desirable	Method of Assessment
Application	<ul style="list-style-type: none"> Well-presented application form and supporting statement 		<ul style="list-style-type: none"> Application form Supporting statement
Qualifications	<ul style="list-style-type: none"> Qualified Teacher Status Relevant Degree or equivalent Specific SENCO Qualification 	ASD Training	<ul style="list-style-type: none"> Application
Experience	<ul style="list-style-type: none"> Be able to set clear targets for pupils' learning, building on prior attainment and working towards challenging individual targets. Experience of working with children with a range of special educational needs Experience of working across key stages in a primary school environment. Experience of working with ASD children Ability to contribute to the professional development/mentoring of colleagues, as required Proven experience as an effective teacher with a proven record of raising standards through your teaching 	Qualifications linked to SEND	<ul style="list-style-type: none"> Application Interview Tasks Reference
Professional Development	<ul style="list-style-type: none"> Professional development related to the curriculum Commitment to further develop professional skills and practice 		<ul style="list-style-type: none"> Application Interview
Teaching and Learning	<ul style="list-style-type: none"> Have a proven track record of very good or better teaching Can engage children and move their learning forward by following the children's interests Set high expectations for pupil behaviour, establishing and maintaining a good standard 		<ul style="list-style-type: none"> Application Interview Tasks Reference

	<p>of discipline through well-focused teaching and through positive and productive relationships.</p> <ul style="list-style-type: none"> • Use inclusive teaching methods which keep pupils engaged and inspired. • Proven ability to raise standards in classrooms • Use of assessment information to improve own practice and raise standards • Be able to assess how well learning objectives have been achieved and use this assessment to inform future teaching. • Use school-based assessment and tracking systems to monitor progress and plan targeted next steps in learning. • A clear vision and understanding of the needs of pupils • A commitment to ensure that all pupils have the opportunity to achieve the highest standards • Effective use of different strategies to promote good learning relationships and high rates of progress in an inclusive environment • Use of intervention strategies to address identified issues for individual pupil development and progress • Awareness of the latest developments and initiatives in education • Ability to offer skills to develop the wider curriculum • Develop high quality learning strategies and monitor learner progress to raise attainment • Effective use of Assessment for Learning to engage learners as active participants in their learning • Ability to contribute to curriculum development 		
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	<ul style="list-style-type: none"> • Ability to plan and resource effective learning programmes and lessons to meet curricular objectives and individual pupils needs • Ability and willingness to contribute to school and Academy wide planning activities 		
Relationships with Parents and the Wider Community	<ul style="list-style-type: none"> • Prepare and present informative reports to parents. • Understand the need to liaise with outside agencies responsible for pupil welfare. • Communicate effectively with parents and carers. • To be an active part in the wider community and to support the ethos of the school. • To be aware of the impact of mental health and well-being on children and staff and to be able to use strategies to support this 		<ul style="list-style-type: none"> • Application • Interview • Reference
Personal Attributes	<ul style="list-style-type: none"> • Caring attitude towards pupils and parents • Ability to work collaboratively as part of a school team • Ability to make decisions and take responsibility • Understand and have regard for safeguarding arrangements for the protection of all children • Highly motivated with an ability to show resilience whilst working with competing demands • Willingness to contribute to the wider life of the Academy • Ability to uphold a Christian ethos 		<ul style="list-style-type: none"> • Application • Interview • Tasks • Reference
Other	<ul style="list-style-type: none"> • Two individual references covering a minimum of 2 years working history • Satisfactory enhanced DBS with barred list check 		References DBS clearance