

# External Advert

## Assistant Head/SENDCO Vacancy



**Long Lawford**  
Primary School

Love, Learn, Persevere and Succeed

### Senior Management Permanent Post L1-L6

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#### Advertisement Details

The Governors are looking to appoint a passionate, caring and dedicated Assistant Headteacher who currently holds the National Award for Special Educational Needs Co-ordination or is willing to undertake training to achieve the qualification. We are looking for applicants who are looking to make a positive difference, enthusiastic and committed to the aims of SEND and capable of initiating and developing effective strategies which enable our SEND pupils to achieve their potential. A passion for strategic school leadership to support the school's continued forward journey is essential. The role will also lead on co-ordinating medical needs across the school as well as leading a key stage phase. Although the post is non-class-based, there is a small element of class cover required across the school.

In our latest Ofsted report, they found that *"The school has clear processes in place to identify pupils with special educational needs and/or disabilities (SEND). Progress towards carefully agreed targets is closely monitored and additional support is provided, if needed, from external professionals. Pupils with SEND are fully included in the life of the school and achieve well because of this."*

Our new Assistant Head/SENDCO will:

- manage and develop programmes of work for pupils and vulnerable learners who require targeted intervention.
- be committed to ensuring the best possible outcomes for all children.
- be able to communicate well with colleagues, parents and pupils.
- implement a range of strategies for engaging and extending all learners who have identified needs
- co-ordinate liaison with school staff, outside agencies, parents and the Local Authority.
- support and monitor the teaching and learning for SEND/vulnerable pupils across the school.
- be prepared to apply for additional funding to support pupils with high levels of needs.
- be prepared to become fully involved in the life of our school and community.
- be confident in using IT as part of teaching and SEND coordination.
- be part of the Senior Leadership Team and will report to the Headteacher and Governors regarding targets, progress and achievement of SEND pupils and vulnerable learners.
- support the Designated Safeguarding Lead for Child Protection and Safeguarding across the school as required.
- Be part of the designated safeguarding team to support all children effectively.

We can offer:

- A working environment in which everyone is valued.
- Resources and training/CPD to enable you to carry out your role effectively.
- A hard-working, trusting and supportive team which has the learning, environment and well-being of our children and staff at the heart of everything that we do.
- Children who love learning.
- Links with local, supportive schools through the local consortium and beyond.
- Coaching & mentoring from a former SENDCO.

Due to the nature of the role, we will be looking to recruit experienced teacher(s) at TMS M3 or above. Flexible working may be available for the role. Job share of this role may be considered for the right candidates. A passion for SEND is essential.

#### How to Apply:

We welcome visits to our school.

The application pack is available to download from this site or can be requested from the school office (email [admin2405@welearn365.com](mailto:admin2405@welearn365.com), Tel [01788 543332](tel:01788543332)).

Completed application forms to be sent and marked for the attention of Mrs C Gibbons School Business Manager:

Long Lawford Primary School  
Holbrook Road, Long Lawford  
Rugby, CV23 9AL

Or emailed to [admin2405@welearn365.com](mailto:admin2405@welearn365.com)

An informal discussion with our headteacher or a visit to the school is most welcome and can be arranged by contacting the school directly via email or by phone.

Please note we do not accept CV's and will only accept the Warwickshire County Council school application form.

Application Closing Date:	Thursday 1 <sup>st</sup> May 2025 by 3pm
Shortlisting Date:	Thursday 1 <sup>st</sup> May 2025 PM
Interview Date:	Thursday 8 <sup>th</sup> May 2025 (all day)

Long Lawford Primary School is committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment. The successful candidate will be subject to all necessary pre-employment checks, including: enhanced DBS; Prohibition check; Childcare Disqualification (where applicable); qualifications (where applicable); medical fitness; identity and right to work. All applicants will be required to provide two suitable references. An online search will also be carried out as part of due diligence on all short-listed candidates. This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. Which means that when applying for certain jobs and activities certain spent convictions and cautions are 'protected', so they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Further information about filtering offences can be found in the DBS filtering guide.