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| **Position:** | **Autism Facility Lead -**  **Fixed Term contract for up to one year for maternity cover.** |
| **Salary/Hours:** | **Single Status Grade 8 points 20 to 22 - £29,151 to £31,073 37.5 hours per week (pro-rata)** |
| **Closing Date:** | **Thursday 6th March 2025** |
| **Interview Date:** | **Thursday 13th March 2025** |

Dear Candidate,

Thank you for your interest in joining us at Bexhill Academy. We are a happy and supportive team where wellbeing matters.

Bexhill Academy is part of the Attwood Academies Trust.  We are a larger than average 11-16 mixed school serving the coastal town of Bexhill-On-Sea, East Sussex, with approximately 1500 students currently on roll. Bexhill is seaside town renowned for the De La Warr Pavilion and being the home to the first British motor race!

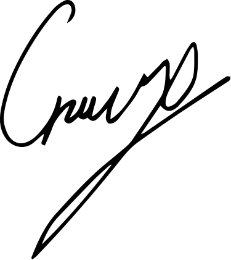
Working at Bexhill Academy, whether as support staff, an ECT, an experienced teacher or a leader, there is an opportunity for you to work with some passionate, hardworking and inspiring students and staff. The Bexhill community is a very special place and we are privileged to be working in a state-of-the-art building with modern facilities throughout.

At Bexhill Academy, we encourage students to aim high and we support them in pursing their dreams. We offer challenge to all abilities stretching the minds of the most able to become enquiring and independent thinkers, yet offering support to those who find their studies more challenging.

We offer a number of excellent staff benefits for our employees including a comprehensive Employee Assistance Programme (EAP) and a Healthcare Scheme.

We are partnered with Mulberry Multi Academy Trust in London which has excellent CPD opportunities so we encourage and support progression. There is so much on offer for you at Bexhill Academy.

If you are passionate about your career and what you can offer to Bexhill Academy, we would love to hear from you.

We look forward to meeting you,

Dr Craig Neal

Headteacher

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| **Job Advert** |  |
| We are seeking to appoint an enthusiastic, highly motivated and inspirational individual to manage our SEND Facility whilst the current post holder is on maternity leave. The LINK (Learning, Inclusion, Nurture and Kindness) is a specialist educational facility based within our academy. Our facility provision is for eight autistic students with an Education, Health and Care Plan. Our students are taught in mainstream lessons and supported to attend these via The LINK which offers a safe space and base throughout the school day.  In return, we can offer an environment where you will gain whole school experience and learn much on your journey of career progression.  Our school is unique, exciting and innovative – our philosophy is inclusive and founded on respect. If you feel this fits with your own value set and you have a track record of leading change, raising standards and you strive for excellence, then this might be just the role for you.  We aim to recruit staff who:   * Love the processes of teaching and learning and are keen to continually develop their own skills; * Recognise that teaching can be a demanding job and react positively to those demands; * Will subscribe to the ethos of the Academy and be committed to get the very best from our students; * Take every opportunity, in and out of the classroom, to talk to students, model expected behaviours and build positive relationships; * Remain at the forefront of pedagogy, educational research and debate. * See themselves as having the potential to become senior school leaders of the future.   **Closing Date: Thursday 6th March 2025 at 9am**  **Interview: Thursday 13th March 2025**  Pre-Application enquiries are encouraged. Please contact Mike Walton, SENCO, [mike.walton@bexhillacademy.org](mailto:mike.walton@bexhillacademy.org)  Please see our website ***www.bexhillacademy.org*** under ‘about us’ and then ‘vacancies’ for more details. Please note that we do not accept CVs or approaches from agencies. Completed Bexhill Academy teacher application forms should be sent to ***academyhr@bexhillacademy.org***  Bexhill Academy is committed to safeguarding and promoting the welfare of children and young children, therefore all positions are subject to an Enhanced Disclosure and Barring Service check (DBS). | |
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| **Job Description** |  |
| **Teaching and Supporting at Bexhill Academy**  Teachers and support staff at Bexhill Academy make the education of their pupils their first concern. They seek to achieve the highest possible standards in work and conduct, act with integrity and have strong subject knowledge. Through endeavour, they keep their knowledge and skills as current as possible, remaining at the forefront of pedagogy and educational research.  **Post:** Autism Facility Lead - maternity cover  **Accountable to:** Assistant Headteacher - SENCO  **Salary:** Single Status Grade 8 points 20 to 22 - £29,151 to £31,073 37.5 hours per week (pro-rata)  **Principal Accountabilities:**  To lead the daily management of the specialist autism facility ‘The LINK’  To ensure effective home-school liaison.  To ensure effective communication of need and appropriate strategies with teaching staff.  To work closely with the SENCO to ensure that all young people in the facility are able to engage fully in all aspects of academy life and achieve to their full potential.  To line manage designated staff based within the facility.  The Autism Facility Lead is responsible for the safe and effective day-to-day running of the facility, ensuring a supportive and inclusive environment for students with Autism Spectrum Condition (ASC). This role involves managing a team of staff, liaising with parents and external professionals, and implementing strategies, including interventions, to support the educational and behavioural needs of students.  **Key Responsibilities:**   1. **Facility Management:**    * Ensure the safe and effective daily operation of the facility.    * Oversee the implementation of relevant plans for each student, including safeguarding risk reduction plans, risk assessments, modified timetables.    * Adhere to all academy policies including but not limited to the policies for SEND, Safeguarding and Behaviour.    * Line manage designated staff within the facility.    * Report to the SENCO the impact of the facility through termly impact reports (three times per year). 2. **Communication and Liaison:**    * Serve as the daily point of contact for parents and external professionals.    * Liaise sensitively and effectively with parents and carers, recognising their roles in students’ learning.    * Share relevant information with staff as appropriate to enable them to meet the needs of facility students. 3. **Student Support:**    * Support students’ to access learning within the facility when required.    * Gain student voice to inform facility practice. 4. **Curriculum and Teaching:**    * Be familiar with the school curriculum, age-related expectations, main teaching methods, and testing/examination frameworks.    * Understand the universally available provision and advise teaching staff on the most appropriate strategies for facility students. 5. **Professional Development:**    * Improve own practice through observation, evaluation, and discussion with colleagues.    * Contribute to the EHCP Annual Review processes.    * Play an active role in the professional development of the department by both participating and leading CPD as appropriate. 6. **Inclusion and Equality:**    * Promote and support the inclusion of all pupils in learning activities.    * Recognise and respond effectively to equal opportunities issues, challenging stereotyped views and bullying or harassment. 7. **Expectations and Values:**    * Demonstrate and promote positive values, attitudes, and behaviour expected from pupils.    * Have high expectations of all pupils, respecting their diverse backgrounds and being committed to raising their educational achievement.   **Staffing:**  **Staff Development: Recruitment / Deployment of Staff:**   * To take part in the academy’s staff development programme * To work as a member of a designated team and to contribute positively to the team ethos.   **Quality Assurance:**  To contribute to the quality assurance procedures and policies of the academy.  **Management Information:**   * To maintain appropriate records and to provide relevant accurate and up-to- date information as appropriate for teaching colleagues/parents and carers and external agencies. * To be responsible for developing and maintaining personal development records   **Communications:**   * To communicate effectively with colleagues, the parents of students as appropriate * Where appropriate, to communicate and cooperate with persons or bodies outside of the school * To follow agreed policies for communications in the academy   **Management of Resources:**   * To contribute to the process of the ordering department supplies through the appropriate channel.   **Other Specific Duties:**   * To play a full part in the life of the academy, to support its distinctive aim and to encourage staff and students to follow this example * To continue personal development as agreed * To comply with the academy’s health and safety policy and undertake risk assessment as appropriate   **Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.**  **Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.**  **Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.**  **The academy will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.**  **The job description is current at the date shown, but following consultation with you, may be changed by management to reflect or anticipate changes in the job which are commensurate with the salary and job title.**  **The Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.**  **The successful applicant will be subject to an Enhanced DBS check.** | |

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| **Person Specification** | | 5 | |
| **Criteria** | **Essential** | | **Desirable** |
| **Education** | A broad and balanced educational background at level equivalence of level 4 or 5 as a minimum requirement | | Degree, Higher level education |
| **Qualifications** | Relevant degree or equivalent qualification | | Additional training or certification in special education or autism support |
| **Experience** | Experience in managing a team  Experience in delivering targeted interventions to children with EHCPs  Experience in liaising with parents and external professionals | | Experience in a similar role within an educational setting |
| **Knowledge** | Firm understanding of autism and specific learning difficulties  Understanding of safeguarding policies and procedures | | Knowledge of the school curriculum and age-related expectations |
| **Skills & Abilities** | Strong communication and interpersonal skills  Ability to problem-solve and make decisions affecting the safety and wellbeing of vulnerable children  Ability to organise and manage learning activities and resources safely | | Ability to use ICT tools to advance pupils’ learning |
| **Personal Qualities** | Patience, empathy, and the ability to remain calm in challenging situations  High expectations of all pupils, respecting their diverse backgrounds  Commitment to promoting positive values, attitudes, and behaviour | |  |
| **Commitment and other requirements** | Commitment to ongoing professional development  Willingness to contribute to the EHCP Annual Review processes  Commitment to promoting and supporting the inclusion of all pupils | |  |

**Our School**

**Creating the Best Opportunities for All**

At Bexhill Academy, we strive to create equal opportunities for all our students, ensuring that they have access to the best resources and support to thrive academically and personally. Our inclusive approach celebrates diversity, fostering an environment where students from all backgrounds can learn from one another and develop essential life skills such as empathy, tolerance, and respect. We provide a variety of academic pathways and personalized support systems, tailoring our educational approach to meet the unique needs and aspirations of each student. By nurturing their individual strengths and talents, we equip our students with the skills and knowledge needed to succeed in an ever-changing world.

It's important for us to recognise that the little things matter. Smart uniform, manners, kindness, and punctuality are something we promote within our academy as we feel this embeds a deep sense of pride and self-respect within our students.

In conclusion, Bexhill Academy is dedicated to providing an exceptional educational experience that combines academic excellence, personal growth, and a supportive community. We foster a culture of aspiration, challenge our students to reach their full potential, and create equal opportunities for all. Join us at Bexhill Academy, where we believe in the power of education to transform lives and shape a brighter future.

**Wellbeing**

We understand that well-being is paramount to academic success. Our school offers a comprehensive well-being program for staff and students that focuses on building resilience, promoting a healthy lifestyle, and equipping us all with the tools to manage stress and navigate challenges. Through a range of extra-curricular activities, student leadership opportunities, and community service initiatives, we actively encourage personal growth, self-discovery, and the development of essential life skills. Our dedicated well-being team provides guidance and support, ensuring that staff and students have access to the resources they need to flourish both inside and outside of the academy.