



KINGSBURY
GREEN
ACADEMY

Applicant Information Pack

Deputy SENCO

Start Date: September 2022

Closing Date: Wednesday 9th February 2022

Interview Date: w/c 14th February 2022



Dear Candidate

Thank you for taking the time to view this application pack. This is a unique opportunity for the right candidate to join an energetic, creative and forward thinking Support Department at a progressive school with big ambitions.

Kingsbury Green Academy, which is part of the successful Royal Wootton Bassett Academy Trust, opened its doors for the first time on the 5th of September 2019. Formerly The John Bentley School, the decision was taken by the Principal, Chief Executive Officer and Board of Governors to completely reimagine and redefine the identity of the school. This change of identity encompasses all elements of school life and means that Kingsbury Green Academy is closely aligned with the vision and values of the Royal Wootton Bassett Academy Trust.

This exciting prospect will attract exactly the kind of candidate we are looking for at Kingsbury Green Academy. Candidates interested in joining a school and maintaining the status quo need not apply! Instead, we want to hear from colleagues with fresh ideas who are prepared to work tirelessly alongside the Support Department to improve the life chances of our pupils. We want a passionate advocate for those pupils with barriers to learning and in particular, we want to hear from colleagues who share the following vision and values:

Vision and Values

Kingsbury Green Academy will deliver a rich and diverse curriculum, taught by knowledgeable inspirational teachers, which engages learners so that they make outstanding progress, regardless of their starting points.

Every member of Kingsbury Green Academy will achieve excellence together through:

- Challenging ourselves to seize every opportunity to grow and develop
- Removing social, economic and academic barriers to enable students to realise their potential
- Recognising that success is as a result of hard work and perseverance
- Encouraging every individual to be bold, courageous and aspirational
- Creating a culture where individuals respect one another and are proud of themselves, their school and the wider community

As Principal of Kingsbury Green Academy, I can promise you the support of a small and caring senior team. I can promise you a first class setting in which to work with some of the most amazing young people you are ever likely to meet, and I can promise that you will work with the most committed team of professionals I have ever had the privilege of working with.

I look forward to reading your applications.

Yours sincerely



Jason Tudor
Principal

Deputy SENCo

MPS/UPS + TLR 2C (£7,017)

Full Time and Permanent

We are looking to appoint a Deputy SENCo who is an experienced and engaging teacher with the ability to motivate and inspire Students to achieve their best.

Kingsbury Green Academy, which is part of the successful Royal Wootton Bassett Academy Trust, opened its doors for the first time on the 5th of September 2019. We are an ambitious, forward thinking 11-18 years Academy situated in a beautiful location on the outskirts of Calne in Wiltshire.

We are looking to appoint an enthusiastic teacher who will:

- Be an innovative and effective teacher with a passion for learning
- Have a detailed knowledge of the SEND Code of Practice & up-to-date knowledge of statutory obligations and high-impact interventions
- Be passionate about inclusive practice and equality of opportunity
- Raise achievement further through excellent teaching and learning
- Be an excellent communicator who can further develop the potential of all young people, and our staff
- Be an enthusiastic professional committed to providing our students with an outstanding education
- Enjoy being part of an innovative, forward thinking team of tutors and teachers.

For further information and an application form, please visit the vacancies section of our website @ www.kingsburygreenacademy.com. For any other queries, please phone the school reception on 01249 818100.

Closing date for receipt of applications **9am Wednesday 9th February 2022**

Interview Date: **Week commencing 14th February 2022**

We look forward to receiving your application. If you have not heard from us by the interview date, you may assume that your application has been unsuccessful on this occasion. Unfortunately, we are unable to offer feedback on individual applications that are not shortlisted for interview.

SAFEGUARDING STATEMENT

Kingsbury Green Academy is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. We particularly welcome applications from under represented groups, including ethnicity, gender, transgender, age, disability, sexual orientation or religion.

Please note any position that involves working with children requires declaration of ALL convictions/cautions regardless of whether these are deemed as spent and a DBS check will be carried out before any employment commences.

References will be obtained before interview at shortlisting stage and may be used in the interview process. If previous employment has included working with children, then at least one referee must be from this employment,

Regardless of whether this is the current or most recent employment, any gaps in employment must be detailed and an explanation provided in the relevant section.



JOB DESCRIPTION

Deputy SENCo MPS/UPS plus TLR:2C (£7,017)	
Purpose	<ul style="list-style-type: none"> To support the SENCo in all aspects of the management of the Learning Support team and the delivery of its services. To raise students' aspirations through working with SEND students, parents/carers, the school community, support agencies/professionals and others to ensure the best outcomes are delivered for all SEND students To support the SENCo in managing a team of HLTAs/Tas To be committed to ongoing CPD, potentially with a view to undertaking the National Award for SENCo Co-ordination
Reporting to:	SENDCo & Deputy Headteacher

Principle Responsibilities:	
Principal Responsibilities	<ul style="list-style-type: none"> Assist the SENCo across the school to ensure highly effective SEND provision and intervention for every SEND student at all times Assist the SENCo to ensure all members of staff understand and fulfil their statutory responsibilities to fully meet the needs of each student with an identified SEND. Assist with training staff in relevant matters relating to SEND that continually improve provision. Develop a secure understanding of the SEN Code of Practice and the impact SEN has on Teaching and Learning. Develop good relationships with parents/carers to ensure they are genuine partners with the school in supporting student learning and welfare. When required, support with the day-to-day management of the HLTAs and TAs
Operational/ Strategic Leadership	<ul style="list-style-type: none"> Support the SENCo in providing a strategic vision for the department. Identify effective resources to fully meet the needs of SEND students. Assist with maintaining a detailed and up-to-date SEND Code of Practice. Support the SENCo in providing training and development for all staff on the principles of effective teaching, learning, target setting and addressing the specific needs of all students Ensure SEND strategies are being updated and followed by all staff to fully meet the needs of all SEND students.
Teaching, Learning and Curriculum:	<ul style="list-style-type: none"> Identify and adopt the most effective teaching approaches for students with SEND Model excellence through whole class teaching. Ensure that all staff have the knowledge and expertise to appropriately support SEND students e.g. use of one page profiles Support the SENCo in fulfilling statutory requirements for SEND students.
Recording & Assessment	<ul style="list-style-type: none"> Liaise with the English Department to carry out a programme of reading and spelling tests on transfer and in-year, ensuring all such tests are accessible to staff and are repeated through the year. Using reading and spelling test data, planning for intervention groups as necessary. Ensure that targeted/personalised and universal strategies for SEND students are systematically reviewed/improved Ensure Annual Reviews are conducted in accordance with legal requirements and that any bespoke support strategies (e.g. individual education plans) are highly effective and reviewed frequently

Recording & Assessment	<ul style="list-style-type: none"> • Liaise with the English Department to carry out a programme of reading and spelling tests on transfer and in-year, ensuring all such tests are accessible to staff and are repeated through the year. • Using reading and spelling test data, planning for intervention groups as necessary. • Ensure that targeted/personalised and universal strategies for SEND students are systematically reviewed/improved • Ensure Annual Reviews are conducted in accordance with legal requirements and that any bespoke support strategies (e.g. individual education plans) are highly effective and reviewed frequently
Staff	<ul style="list-style-type: none"> • Assist the SENCo in ensuring that all staff are using assessment data to accurately track the progress of SEND students and intervening as appropriate in ways that are improving SEND students' progress and achievement • Support the SENCo in leading the HLTAs and TAs. • Communicate effectively with staff in relation to all SEND matters • Assist the SENCo with ensuring that staff are appropriately trained in SEND • Assist the SENCo with the induction of all new staff in terms of the detail in the SEND Policy, so that they fully understand their role. • Comply with any reasonable request from the SENCo to undertake work of a similar level that is not specified in this job description • The individual is responsible for promoting and safeguarding the welfare of children and the young persons s/he is responsible for or comes into contact with
Other Specific Responsibilities	<ul style="list-style-type: none"> • Other areas of responsibility will be decided in discussion with the Principal • Comply with any reasonable request from the Principal to do work of a similar level that is not specified in this job description • This job description may be changed by the Principal in consultation with you to reflect or anticipate changes in the job commensurate with the grade and job title.

The post holder may be required to perform duties other than those given above. These may vary from time to time without changing the general level of responsibility. Such variations would not justify the re-evaluation of a post.

PERSON SPECIFICATION

ATTRIBUTES	ESSENTIAL	DESIRABLE	EVIDENCE
Personal	<ul style="list-style-type: none"> Be passionate about teaching Possesses a 'can do' attitude Creative and proactive in finding solutions Flexible and adaptive to changing needs and priorities Resilient, calm and tenacious under pressure Passionate about inclusive practice and equality of opportunity Relentless in finding ways to remove any barriers to success Excellent communication skills and evidence of being able to build and sustain effective working relationships with staff, students and parents Commitment to the protection and safeguarding of all students Self-reflective practitioner who always seeks to improve Willingness to contribute to the extra-curricular life of the school Sense of humour 		Application form Letter References Lesson Observation Interview Student Panel
Competence Knowledge Abilities Skills Experience	<ul style="list-style-type: none"> Be an effective and innovative Teacher with evidence of impact on student outcomes A proven track record of total commitment to helping every student achieve their very best and make good progress Have very high expectations of the learning of all students at all times Have a good understanding of how data supports and enhances student progress and achievement Be a positive team player with a strong commitment to professional development Embrace new technologies and ideas that enhance learning Highly self-motivated Able to prioritise workload and work well under pressure with competing deadlines Good ICT skills 	Experience and evidence of teaching effective and Innovative lessons	Application form Letter References Results Certificates* Interview Student Panel
Qualifications and Training	Degree Qualified Teacher Status (QTS)	Potential for a career in middle leadership	Application Form Letter References Certificates*





The Application Process

If you have any questions regarding any aspect of the application process or need additional information please contact Debbie Tillyer at dtillyer@kingsburygreenacademy.com

How to apply

Please visit our website at www.kingsburygreenacademy.com for further information and a Trust application form. Please complete a letter of application, which should be returned with the application form.

It should include:

Experience, knowledge, skills and personal qualities which will equip you for this post

It is expected that applicants will make links between their experience and the details contained in the job description. Please ensure that your letter of application does not exceed two sides of A4.

Our preferred method of application is by email vacancies@kingsburygreenacademy.com

It should be noted that it is a requirement of the Governors of Kingsbury Green Academy that candidates should, whenever possible, name as referees current and former employers (via Heads or Principals where employment at educational institutions is concerned).

Important Dates:

Closing date for receipt of applications: 9am – Wednesday 9th February 2022
Interview Date: Week commencing 14th February 2022



Click here for Kingsbury Green Academy Website: www.kingsburygreenacademy.com