



# Outreach Teacher – Part Time (Maternity Cover)

Candidate Pack



**Inclusion** is at the  
**heart** of our trust

## Introduction to Our Trust

Dear Candidate,

Thank you for your interest in this post at Oak Learning Partnership.

Our trust is cross phase and consists of primary, special, and secondary schools. We have a vision to transform lives through a highly inclusive approach. 'Inclusion is at the heart of our trust'. Which means we are compassionately rigorous and support all of our pupils to reach their full potential, have unconditional positive regard, leave no one behind and everyone is welcome.

Our schools work closely with one another; they collaborate with purpose, support each other and share collective systems across both educational and business provisions. But it's also important to us that each school has their own identity and individuality. We focus on impact, always making sure common sense is at the heart of our decision making, ensuring clarity and consistency from our leaders.

Our people matter; we understand that we can only achieve our vision by recruiting the right people and providing them with the support, training and time they need to allow them to flourish and be the best that they can be.

Whatever role an individual undertakes within our organisation, they are contributing to our collective aim of transforming lives. We invest heavily in our people ensuring they feel valued, and their well-being is always considered. We understand that if staff feel valued and if the impact they are having is recognised, they can perform at their best.



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## About this role

We are seeking to appoint an experienced and dedicated Outreach Teacher to lead and work collaboratively with our Outreach team in supporting the teaching and learning of pupils with SEND across both special and mainstream schools within the trust. The successful candidate will provide expert advice, training, and practical support to school staff, ensuring high-quality provision tailored to individual needs.

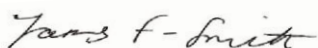
We are laying strong foundations for growth and have a clear vision for the trust. This role is a key part of our growth strategy and could be an excellent opportunity for the right candidate ready for their next step. We are a values driven organisation, are highly ambitious, passionate about doing things with integrity whilst maintaining a good sense of humour.

If you want to make a difference to young people and join a trust at an exciting part of its journey, we would love to hear from you.

**We ask that you do not send CV's, please complete and send your application form to [hr@oaklp.co.uk](mailto:hr@oaklp.co.uk)**

For any inquiries about the role, please contact the trust central team on **0161 553 0030** or email HR directly using the email provided above.

For further information about the trust please visit our website:  
**[www.oaklp.co.uk](http://www.oaklp.co.uk)**



**James Franklin-Smith**  
**CEO of Oak Learning Partnership**



A close-up photograph of a young boy with short brown hair, wearing a dark blue sweater, playing a violin. He is looking down at the instrument with a focused expression. The background is a library with bookshelves filled with books. A teal circular graphic is overlaid on the right side of the image, containing white text.

**"Every day is different, with opportunities to learn new skills and work together to find solutions. It's a great place to work with a fantastic team of dedicated staff."**

Member of our Pastoral  
Team at Oak Learning  
Partnership

# Outreach Teacher – Part Time (Maternity Cover)

**Salary:** Main Pay Scale 1 to Upper Pay Scale 3, plus SEN allowance.  
Actual part time salary £20,597 - £ 31,057 per annum.

**Hours:** 3 days per week (FTE 0.6).

## Job Description

**Normal place of work:** Oak Learning Partnership Central Office, although you may be asked to contribute towards trust wide projects.

**Normal working hours:** This is a part-time position, working 3 days per week (FTE 0.6).

There is potential flexibility regarding which days are worked,

**Responsible to:** Headteacher

**This is a part time temporary role until the previous post holder returns from Maternity Leave.**

### PURPOSE OF THE POST

- To lead and work with the outreach team so that they are able to support teaching and learning of pupils with SEND in special and mainstream schools within the trust. To adhere to the Teaching Standards.
- To provide advice, support and training to school staff on effective teaching and learning strategies in order that provision is made to meet the needs of individual children and young people with a range of SEND.
- To monitor and support practice within any school within the trust where outreach has been requested.
- To contribute to the development and implementation of policies and procedures in relation to the education of children and young people with a range of SEND.
- Supporting education settings with regard to the implementation and review of Individual Education Plans and Annual Reviews.
- To liaise with all other professionals involved with a child to encourage a holistic approach which takes into account both the needs of the individual child and the needs of the family.
- To provide written reports to include an observation report and suggested specialist strategies to support the individual child.

### MAIN DUTIES AND RESPONSIBILITIES


- To support staff in implementing strategies to improve access to the curriculum for children and young people with a range of SEND.

- To establish and maintain links with other Vulnerable Children's professionals to ensure schools identify the needs of children and young people with a range of SEND at an early stage and provide appropriate support at all phases of the SEND Code of Practice.
- To contribute to the development and delivery of courses for staff in schools, as appropriate.
- To provide specialist advice, support and training opportunities to mainstream and special schools and settings with children and young people whose needs can be described as complex, i.e. more severe than those of the general population of children and young people with moderate learning or behavioural difficulties, and where a school would benefit from specialist advice, usually in the short term, on how best to support them.
- To contribute, as requested by schools and Children's Services, to the assessment of individual special educational needs of children and young people with a range of SEND.
- To support schools in understanding the needs of individual pupils and planning suitable strategies for those individuals when outreach support is agreed.
- To undertake collaborative in-class advisory teaching to model particular classroom management, teaching strategies and curriculum differentiation.
- To work with children and young people with a range of SEND, assessing their needs to inform programme planning and lesson delivery.
- To monitor the progress of children and young people with a range of SEND receiving outreach support by ensuring detailed records are kept of all work undertaken, the advice given, and the educational outcomes.
- To deliver training on a range of specialist strategies and interventions to schools in order to ensure the staff have the necessary expertise to support individuals.
- To monitor the evidence and impact of the outreach service delivered in line with the LA's SEND Quality Standards and its inclusive practice guidance.
- To further develop the network of support amongst teachers, other professionals and parents/carers working together for children and young people with a range of SEND.
- To support schools in meeting the DfE and LA's targets in raising children and young people's attainment and reducing exclusions.
- Respect the confidentiality of all information relating to children and young people and their families.
- Be able to work on your own initiative and manage a constantly changing workload.
- Have a current awareness of the additional services available to support children and their families with SEMH as well as Communication and Interactions difficulties and actively support and participate in the multi-agency planning and decision-making forum, taking the lead where appropriate.
- Work with other services with a view to improving access to the curriculum and raising achievement for all children and young people, particularly those at risk of under achievement such as children in public care or those from an ethnic minority.
- Ensure that all support is child/young person focused and takes into account issues such as customer care, quality assurance and complaints procedures.
- Practise and promote fair and equal treatment of staff and children/young people throughout the course of performing all duties contained within this job description.
- Undertake other such duties consistent with the grade and expertise required of the postholder as may, from time to time, be required by the Head of Outreach and are considered to be compatible with professional status and conditions of service.

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## Person Specification

CRITERIA		Experience, Qualifications and Training: On their application form, candidates will demonstrate that they have the following training, qualifications and school experience:	
ESSENTIAL		DESIRABLE	
<ul style="list-style-type: none"> <li>Degree or equivalent.</li> <li>QTS.</li> <li>Willingness to undertake further professional qualifications appropriate to role.</li> <li>Recent experience of teaching SEN pupils.</li> <li>Experience of teaching across primary key stages.</li> <li>Evidence of raising standards for SEN pupils.</li> <li>Experience of presenting to colleagues and other professionals.</li> </ul>		<ul style="list-style-type: none"> <li>Additional educational assessment qualification such as OCR L7/ CPT3A.</li> <li>Assessment Practising Certificate.</li> </ul>	
CRITERIA		Ability, Skills and Knowledge: In their statement of suitability and during the selection process, candidates will demonstrate that they have the following ability, skills and knowledge:	
ESSENTIAL			
		<ul style="list-style-type: none"> <li>Evidence of relevant specialist CPD.</li> <li>Understanding of and adherence to safeguarding &amp; data protection measures.</li> <li>Knowledge and recent experience of the curriculum at Primary level.</li> <li>Understanding and awareness of SEN Code of Practice (DFE 2014).</li> <li>Sound knowledge of relevant current issues &amp; legislation re special educational provision &amp; practice with regard to raising the attainment of pupils with SEND with a focus on dyslexia.</li> <li>Knowledge of a range of interventions to support the learning of pupils with dyslexia.</li> <li>A good level of literacy in order to interpret a range of documentation and to communicate successfully.</li> <li>To be computer literate.</li> <li>Ability to teach &amp; support dyslexic pupils at primary phase of education.</li> <li>Effectively monitor pupil progress, using results to inform planning and ensure high expectations and outcomes for pupils.</li> <li>Evidence of leading, developing &amp; enhancing the teaching practice of others.</li> <li>Competence in training, mentoring &amp; coaching skills.</li> </ul>	



"I really enjoy working with the Oak Learning Partnership. I feel supported in my role and I am valued and encouraged to reach my full potential by leaders who believe in me. I have a wealth of support that I can access from the central and executive leadership team and their values are evident in raising outcomes for children whilst empowering staff to make, and be, the difference."

Member of our admin team  
at Oak Learning  
Partnership

**Oak Learning Partnership**

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[HR@oaklp.co.uk](mailto:HR@oaklp.co.uk)

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