



Reach Academy  
**Feltham**  
A REACH SCHOOL

# Secondary SENDCo

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Maternity Cover, Reach Academy Feltham

# Welcome,

We're delighted to be the co-headteachers of [Reach Academy Feltham](#), an all-through school that is dedicated to achieving its vision that:

*every single pupil will leave us with the skills, attributes and academic qualifications to go on to enjoy lives of choice and opportunity*

At Reach Academy Feltham we believe it is impossible to teach to high standards unless the teacher knows the children, both personally and academically. By keeping the school small, we believe it can create a community where no pupil is left behind, providing every student with the opportunity to achieve academic success.



Tilly  
Browne



Beck  
Owen

## **We need new teachers and leaders to continue our development.**

In the following pack, we hope to do the following:

- Share some background information about the evolution and direction of [Reach Schools](#);
- Provide a description of the role with an indication of the types of skills and attributes we're looking for; and,
- Provide information about **how to apply** for the role.

If you have any questions at all, please don't hesitate to contact [Beck.Owen@reachacademy.org.uk](mailto:Beck.Owen@reachacademy.org.uk).

Kind regards,

Beck and Tilly

# About us

Reach Schools



**Reach  
Schools**

## Reach Schools

**Reach Schools** is the name of our [multi-academy trust](#). It belongs to a wider ecosystem of organisations based in Feltham that works to incubate ideas and improve outcomes for our community in Feltham—and beyond.

**Reach Schools** works in partnership with [The Reach Foundation](#) to *deepen* our impact locally and *expand* the impact of our pioneering work nationally. The following pages provide a quick overview of our schools and some related activities.

*Further information about Reach Schools' evolution can be found [here](#).*

# About Reach Schools

Everyone at **Reach Schools** believes—passionately and immovably—that *every* child can and should go on to enjoy lives of choice and opportunity.

This core belief drives everything we do. We draw purpose from it, it provides us with a shared vision for every child we work with, and it fuels our tenacity to work together to make it so.

We have the most brilliant, kind and passionate team you could ever wish to work with or have your child grow into adulthood under the guidance of. We are up for doing exciting things, taking calculated risks, and championing the children who need it the most.



Every Reach school exists to serve this shared purpose. Every Reach school strives to ensure that ***every single pupil will leave us with the skills, attributes and academic qualifications to go on to enjoy lives of choice and opportunity.***

To do this, all Reach schools bring their respective communities together to affirm a shared dedication and commitment to do whatever it takes to secure successful outcomes for the children we love and care for.

All Reach schools hold the highest academic expectations while maintaining a loving, family-focused culture.

All Reach schools aim to know *every* pupil as an individual; harnessing the power of family relationships and all-through knowledge to ensure that we can tailor our curriculum, support and resources to meet each child's needs and desires.



Reach Academy  
**Feltham**

est. 2012

Our first all-through school.

We've created a community of pupils, parents and teachers united by the highest expectations of what every young person can achieve *and* the commitment to do whatever it takes to help them get there.



Feltham  
College

est. 2022

Feltham College is our pioneering sixth form college in the country, and the first to be founded by a partnership of education, business, and health service providers whose sole focus is broadening choices and opportunities for young people in Feltham.



Reach Academy  
**Hanworth Park**

est. 2024

Our new all-through school.

Opened in September 2024, Reach Academy Hanworth Park serves 1,080 pupils in Feltham; located on a site adjacent to Reach Academy Feltham.

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**REACH  
TEACHER  
TRAINING**

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In addition to running our schools in Feltham, Reach Schools provides **Initial Teacher Training** (in partnership with SWTT) and **Teaching Internships**.





## Reach Foundation

The **Reach Foundation** is the sister organisation of **Reach Schools**. The Foundation works in partnership with schools, trusts and related organisations around the country to develop and deliver integrated pipelines of cradle-to-career support grounded in great schools, based on the work which continues to be done at Reach Academy Feltham.

At present, the Foundation is focusing its efforts on:

- Building partnerships with all-through schools and trusts to curate insights and accelerate change by facilitating peer-to-peer learning and sharing our insights with schools and policymakers nationwide.
- Developing school and trust leaders with the capacity to catalyse and sustain the transformational change their communities desire by delivering highly-focused leadership programmes to ensure these leaders possess the knowledge, agency and relationships to affect systems change.

# About the role

**Secondary SENDCo**

Maternity Cover, Reach Academy Feltham

# Role overview

**We are seeking an experienced SENDCo to support our AEN pupils and drive the department forward while our wonderful SENDCo is on maternity leave.**

This role involves full oversight of the AEN provision from Years 7 - 13, close collaborative working with your primary colleague counterpart, the SEND administrator and ELSA and deployment of all Secondary Tutor Fellows.

You will need to quickly establish relationships with all stakeholders, including in the local authority and other schools.

You will sit on the Senior Leadership Team at Assistant Head level in this role.

*Ideally you will also contribute to teaching in the secondary phases, leading by examples and demonstrating exceptional AEN practice.*

# Role details

## Secondary SENDCo, Maternity Cover

**Reports to:** Deputy Headteacher

**Start date:** September 2025 or sooner if possible

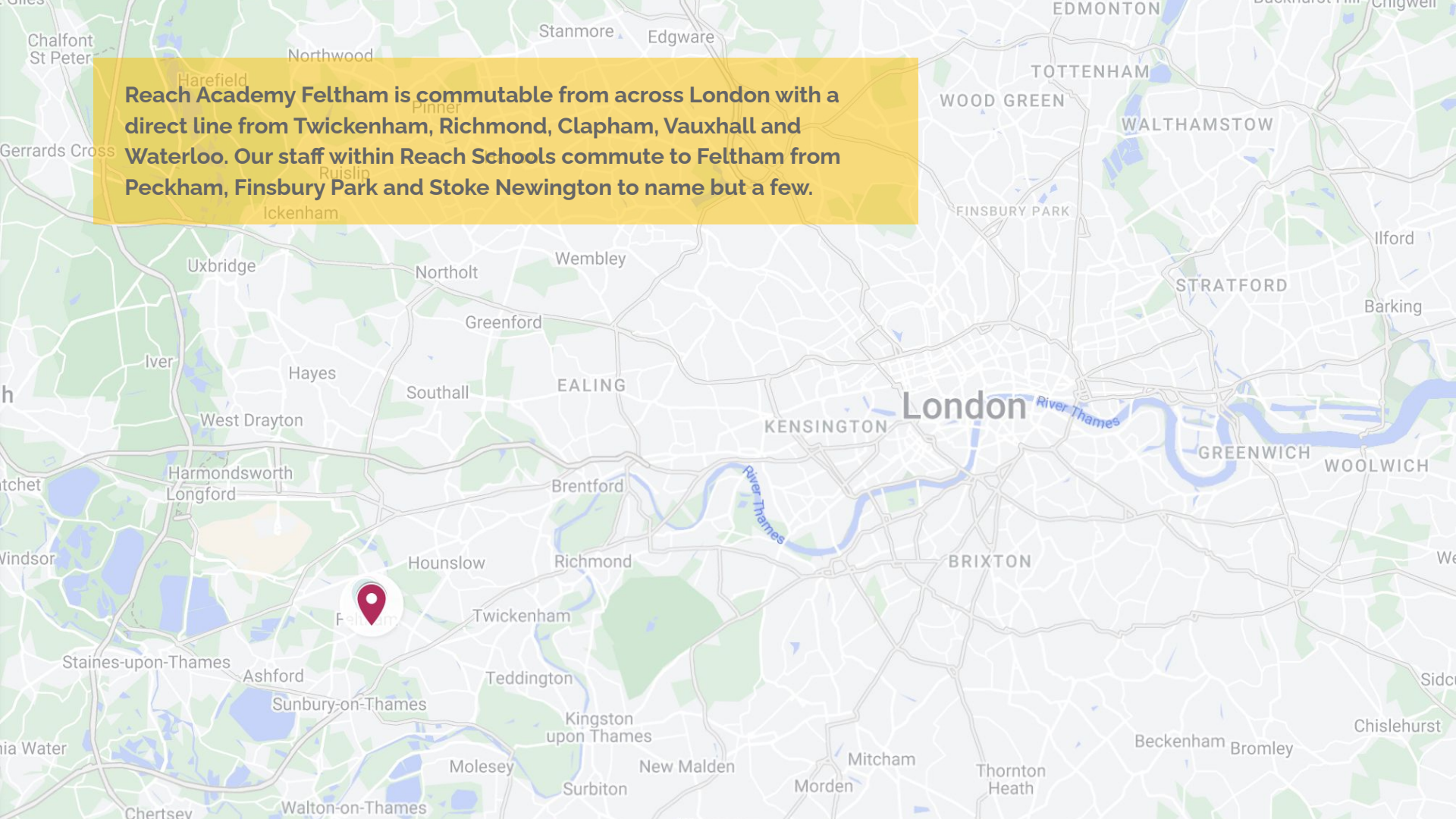
**Salary:** Leadership Scale

**Location:** Feltham

**Term:** Up to 1 year fixed term

**We embrace flexible working and have extensive experience of team members working flexibly.**

**Reach Academy Feltham is commutable from across London with a direct line from Twickenham, Richmond, Clapham, Vauxhall and Waterloo. Our staff within Reach Schools commute to Feltham from Peckham, Finsbury Park and Stoke Newington to name but a few.**



# Personal specification

- Unwavering belief in the vision and values of Reach Academy Feltham
- Excellent qualified teacher with a constant desire to improve
- Highly organised and attentive to detail
- Clear commitment to the development of the whole child
- Qualified SENDCo
- Proven ability to work in partnership with internal and external stakeholders
- Proven ability to motivate others towards an aspirational goal

# Main responsibilities as SENDCo

- You advocate for SEN children and share a clear vision for SEN with your team and throughout the school.
- You model best practice when it comes to SEN, and take time to develop the subject knowledge of your team so that they are highly effective. Where individuals lack subject knowledge, you ensure that they receive intensive coaching to enable rapid development. You challenge underperformance directly and in a timely manner.
- You lead, plan, deliver, monitor and evaluate all wave 2 and 3 provision. You ensure you coach and support those delivering provision and that all teachers are aware of the interventions students are receiving and how they are transferring this into the classroom.
- Lead on target setting for all SEND students
- Ensure that all SEND students are assessed for exam access arrangements and for specialist assessments, where inclusion meetings or academic data suggest there is a need for observations and further assessments.
- Within your team, you ensure the provision map is up to date and impact is frequently evaluated.
- You lead on provision for your EHCP and K student caseload, ensuring their needs are met and that all staff are aware of their needs and how to support them effectively.
- You ensure that all teachers in the school, through your team, have the knowledge and skills that they need to support SEN pupils, with the understanding that all pupils are unique but there are common solutions that will work for many.
- You foster positive relationships within your team and where conflict arises you seek to resolve this very quickly.
- You take responsibility for ensuring that all statutory deadlines are met in a timely manner and effectively designate key tasks to those in your team.

# Main responsibilities as SENDCo continued...

- You constantly problem solve to ensure that processes run smoothly and take time to ask staff, parents and pupils for their reflections.
- You work closely with Hounslow SEN, and other boroughs where necessary, to ensure that pupils are receiving the support that they need.
- In secondary, you work closely with other members of SLT, Curriculum Directors and Phase Leaders to ensure that pupils with AEN are being effectively assessed and their progress recorded.
- In Secondary, you oversee all exam access arrangements and ensure these are communicated effectively to staff.
- In Secondary, you ensure that interventions are set up and carried out effectively. You think carefully about the necessity of each intervention and understand the balance between intervention and accessing a broad and balanced curriculum.
- In secondary, you work closely with the Heads of Year to ensure that they are clear about the provision that pupils in their year groups need.
- You maintain your own subject knowledge to an exceptionally high standard, ensuring that you are aware of innovation and new research in your subject area and in the wider educational sphere. Where appropriate you communicate this to staff in a timely and digestible way.



# Main responsibilities in the classroom

- You actively create a strong classroom culture by building strong relationships with pupils, having an organised classroom environment and bringing a sense of joy to your work.
- You foster pupil collaboration and a high level of engagement in lessons.
- You use assessment information in the classroom to inform teaching, checking and intervening to address barriers to learning and misunderstanding. You use feedback and self and peer assessment to ensure that pupils know where they are and what they need to do to progress.
- You set homework in line with the school policy.
- You plan backwards from the intended outcome at the medium term and lesson level, ensuring that the needs of all learners are met.
- You deliver lessons that offer clear exposition and modelling, with opportunities for pupils to practise and receive feedback throughout.
- You carry out form tutor duties with care and diligence, carefully crafting a supportive, trusting and honest relationship with tutees and their families which drive progress towards the school vision and upholds high standards.

# Main responsibilities around the classroom

- You support pupils, especially those who are vulnerable, to make excellent progress in line with the school vision.
- You set a clear path for pupil outcomes that fits with the school's vision and the pupils' flight-plan that drives planning and curriculum design throughout the year.
- You use a range of assessment tools to know clearly where pupils are in their learning, what they need to do next and how to effectively support them, at the individual, group and class level.
- You constantly seek to develop professional understanding around all aspects of the role, including subject knowledge, understanding of child development, attachment and specific areas of AEN.
- You work closely with families to support them to effectively support their children, operating with sensitivity, empathy and high expectations.

# Main responsibilities beyond the classroom

- You support learning beyond the classroom by organising trips and supporting extra-curricular activities wherever relevant.
- You will support pupils in all aspects of their conduct around the school by carrying out duties and other responsibilities.
- You work closely with colleagues, supporting their development and the progress of all pupils.
- You will formally report to parents on the progress of their child in line with the calendared contacts and at regular intervals informally.
- You will participate in school events such as the Summer Fair in order to support the wider school community.

# Main responsibilities beyond the classroom

- You will actively seek to promote the work of The Reach Foundation where it will benefit your pupils.
- You follow all school practices and protocols relating to Safeguarding and Child Protection.
- You act as a guardian to and steward of the building and the community, ensuring that resources are taken care of.
- You take responsibility for your own development, seeking opportunities to learn, grow and lead.
- You set goals that are driven by the school priorities and you regularly evaluate progress against your goals, seeking feedback and adjusting your course where necessary.

# Employee benefits

We care deeply about our entire team. In order to take care of our students, we need to take care of one another. For this reason, Reach Schools offer great employee benefits throughout the year.

- **Weekly instructional coaching**  
Professional development is important to us, so much so that we offer collaborative and non-hierarchical coaching in a fun and shame-free environment, every week.
- **10 inset days**  
To ensure outstanding staff training and provide time to deeply understand pupil data and plan for great outcomes.
- **5 days term time leave**  
We understand that accessing desired time off for teachers and school staff can be difficult. Throughout the year, we offer opportunities for team members to accrue term-time leave.
- **Flexible Working**  
A diverse workforce with work-life balance is crucial for our school's stability. If you need to adjust your schedule for personal commitments or seek part-time or hybrid working, don't hesitate to let us know.
- **Enhanced maternity pay**  
Reach Schools value families and community relationships. For this reason, we aim to be a support system for staff who are on maternity leave.
- **Free Friday breakfast**  
On Fridays we show our appreciation to one another as a staff team with encouraging shout-outs and delicious pastries.

# About the process

How to apply

# How to apply

1. Please **read our ['Safer recruitment' statement](#)** on the following pages below.
2. **[Follow this link](#)** to **complete an online application form.**
  - The deadline for application is **9th March 2025**. We actively encourage early applications. Applications will be reviewed as and when they are received.
3. Suitable candidates will be contacted and invited to attend a **virtual/telephone screening**.
4. **In-person interviews** will be held shortly after.

If you would like to have an informal conversation to discuss the role, please contact the co-headteacher (Secondary) on [beck.owen@reachacademy.org.uk](mailto:beck.owen@reachacademy.org.uk).

# Safer recruitment

Reach Academy is committed to safeguarding and promoting the welfare of children and young people. In order to meet this responsibility all candidates will be subjected to a rigorous selection process to discourage and screen out unsuitable applicants. This process is outlined below. Please do not hesitate to contact the school if further detail is required.

## Disclosure

This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (DBS). Applicants are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020). Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred.



The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website.

## **Interview**

Candidates will be subject to an in-depth, in-person interview and assessment, along with a telephone interview in some circumstances. At each stage of the process, candidates will be asked to address any discrepancies, anomalies or gaps in their application form or arising from information gained at the previous stage of the recruitment process.

## **Reference checking**

References from previous and current employers will be taken up for shortlisted candidates before interview and, where necessary, employers may be contacted to gather further information or address any discrepancies, anomalies or gaps in the reference provided.

## **Online searches**

Keeping Children Safe in Education (KCSIE) asks schools to carry out online searches on shortlisted candidates as part of the process of assessing suitability.

## **Probation**

All new staff will be subject to a probation period (which may, in certain circumstances, be extended). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which they have been employed. It provides Reach Academy with the opportunity to monitor and review the performance of new staff in relation to various areas, but also in terms of their commitment to safeguarding and relationships with pupils.

## **Equal opportunities**

Reach Academy is dedicated to providing equal opportunities and will monitor the recruitment process rigorously to ensure fair access and opportunity for all.

Reach Academy is committed to ensuring our workforce is reflective of our diverse student population and is therefore committed to increasing representation of staff of Black, Asian and Minority Ethnic backgrounds across all roles and at all levels.

If you require assistance in reading this information or in completing the application form, please contact [recruitment@reachacademy.org.uk](mailto:recruitment@reachacademy.org.uk).