

WYMONDHAM COLLEGE JOB DESCRIPTION

SEND TEACHER

Line Managers job title:	SENDCo/Assistant Principal
Salary:	MPS/UPS
Tenure:	Fixed term contract until August 2026
Contract type:	52 weeks
% of FTE	1.0

THE POST

Wymondham College is a member of the Sapientia Education Trust (SET). SET is an expanding multi-academy trust with 13 primary and 9 secondary schools.

We are looking for a hard-working and enthusiastic person with high standards and the ability to communicate and interact effectively with others as part of our school as a SEND Teacher.

We are looking for a hard-working and enthusiastic person with high standards. As a SEND teacher, you will have the ability to communicate and interact effectively with other adults and young people. You will have knowledge of Special Educational Needs, developmental milestones and the primary and secondary curriculum. Through consistent and adaptive teaching, you will be able to facilitate pupils to make exceptional progress from their starting points, evidencing this through a range of assessment strategies and methods.

The first six months of employment shall be a probationary period and employment may be terminated by the Trust during this period at any time on one week's prior written notice. The Trust may, at its absolute discretion, extend this period for up to a further six months. During this probationary period, performance and suitability for continued employment will be monitored.

PERSON SPECIFICATION

The professional competencies expected of the SEND Teacher are:

- Be an Outstanding Teacher (or have the potential to be) with evidence of impact on pupil outcomes with a proven track record of total commitment to helping every pupil achieve their very best and make progress;
- Have excellent understanding of what constitutes excellence in teaching and learning;
- Have a keen understanding of data and be able to analyse patterns in performance over time;
- Be a positive role model for pupils and staff on a day-to-day basis;
- Collaborate effectively with staff, parents/carers and students;
- The ability to communicate clearly and tactfully using appropriate methods and an awareness of the impact of your own communication on others;
- Able to maintain positive relationships with all and able to work as an effective and flexible part of a team; willing to change methods of work and routines to benefit the team;
- Be able to multi-task and work under pressure;
- Be flexible and resilient in managing and executing their daily responsibilities;
- Able to demonstrate strong planning and organisational skills;
- Willingness to accept responsibility for your own actions;
- The ability to prioritise effectively, meet deadlines and accept challenges.

The qualifications and experience required of the SEND Teacher are:

- Have qualified teacher status (essential).
- Qualified to degree level (essential).
- Professional Development in preparation for Middle Leadership (desirable).
- Professional Development in meeting the needs of SEND learners (desirable).
- Level 7 Educational Assessor Qualification or experience in undertaking psychometric assessments across the spectrum in needs (desirable).
- Proven, recent, successful classroom practice that motivates, challenges and develops learners with SEND and includes excellent knowledge of how to build and sustain a learning community (essential).
- Working productively with learners, families and the wider community (essential).
- Proven experience in leading and delivering personalised curriculum provision for SEND learners (essential).
- A clear understanding of the primary curriculum intent, implementation and impact (desirable).
- Using successful systems to monitor and evaluate student performance; ensuring excellent outcomes for all (essential).
- Experience of working within a SEND specialist and/or Primary setting (essential).
- Experience of working as an Assistant SENDCO or SENDCO (desirable).
- Building and sustaining successful partnerships with external agencies (desirable).
- Understanding of the relationship between CPD and sustained school improvement (desirable).
- Working cooperatively with other schools in partnership (desirable).

JOB SPECIFICATION

General Responsibilities

The successful candidate will be employed as a teacher under the standard conditions of service for teachers at Wymondham College. This includes the requirement to work on some Saturday mornings. Additional holiday entitlement compensates for Saturday morning work and the annual requirement for directed time is 1265 hours in line with the STPCD.

The SEND Teacher is responsible for

Specific Responsibilities

A non-exhaustive list of specific responsibilities for the role is below and you will be required to undertake other duties and responsibilities as may reasonably be required.

- Provide leadership that constructively evaluates and then drives forwards our high standards for all aspects of SEND provision and access to main school curriculum for learners within the Enhanced SEND Provision.
- Embed an ethos of high expectation and aspiration which results in staff setting and modelling challenge and expectation through teaching and interaction with pupils and families.
- Lead and deploy the Enhanced SEND Provision teaching team to ensure impactful performance of team members on the progress of all learners.
- Be responsible for the strategic planning, coordination, and delivery of effective provision within the Enhanced SEND Provision.
- Ensure the delivery of an accessible, broad and balanced curriculum to all Enhanced SEND Provision learners.
- Ensure the effective coordination, delivery and review impact of specific EHCP provision (Section F) as stipulated in individual Education Health and Care Plans.
- Be responsible for the Support Plans for Enhanced SEND Provision Learners.
- Ensure that tracking of performance data is well used to monitor progress, challenge staff and engage pupils & families.
- Liaise with and support the role of external agencies to ensure that provision for Enhanced SEND Provision learners is of the highest quality.
- Take a lead role in the review of Enhanced SEND Provision learners' progress including EHCP annual reviews, PEPs etc.
- Liaise regularly with families, carers, learners, Subject Leaders and the SENDCO to encourage and support access to main school learning for Enhanced SEND Provision learners.
- Monitor the impact of the Enhanced SEND Provision curriculum on learners' behaviours for learning and make adaptations where required.
- Work closely with families and carers to ensure behaviour expectations are well understood and adhered.

- Support effective transition to/from Wymondham College, including completing visits to current schools and communication with relevant stakeholders including transition school staff, families and external agencies.
- Ensure that the Enhanced SEND Provision professional development program meets both whole cohort and individual needs, skilfully selecting whether to coach, mentor or direct.
- Challenge all under-performance using transparent and fair protocols.
- Ensure that Wymondham College reflects a vibrant and inclusive ethos which actively values and promotes diversity, unity and community cohesion, and supports pupils to become successful integrated citizens.

Skills

- Lead, inspire, challenge and empower teams/individuals to perform outstandingly.
- Demonstrate personal and professional integrity and an ability to model the values and vision of the school.
- Excellent communication skills with a range of audiences.
- Think strategically, build and communicate a coherent vision in a range of compelling ways.
- Emotional resilience in working through challenges.
- Ability to form and maintain appropriate relationships and personal boundaries with children.
- Give and receive effective feedback and act to improve personal performance.
- Demonstrate personal enthusiasm for and commitment to the learning process including a capacity for sustained hard work with energy and enthusiasm.
- Excellent skills of collaboration and networking for the benefit of pupils.

Personal Attributes:

- Passionate about education and educational issues.
- Constant drive for improvement.
- Ability and energy to inspire the best in others.
- Exceptional personal integrity and character.
- Evidence of commitment to continuous professional development.
- Personal confidence, determination and resilience.
- Displays sensitivity.
- Sense of humour and approachability.
- Both a team player and a leader.
- Displays emotional resilience.

The post-holder will be required to comply with the Trust Code of Conduct. The post holder will have access to and be responsible for confidential information and documentation. They must ensure confidential or sensitive material is handled appropriately and accurately.

The post holder shall participate in the Trust's programme of Performance Management and Continuing Professional Development.

A willingness to undertake boarding duties is a requirement in the first year. Additional Boarding Emoluments are paid to staff undertaking boarding duties. Non-Resident Boarding Tutors (NRBTs) are paid an hourly rate starting at £19.73 per hour (depending on service and experience) for duties as part of a team supervising a boarding house in the evening.

REMUNERATION

- MPS minimum – UPS maximum

The post-holder will be auto enrolled to join the Teachers' pension scheme.

DRESS CODE

The post-holder will be expected to wear appropriate business attire. All staff will be supplied with appropriate Staff ID. This must be worn at all times to ensure that students, staff and visitors are able to identify employees.

PRE-EMPLOYMENT CHECKS

Sapientia Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All staff must be prepared to undergo several vetting checks to confirm their suitability to work with children and young people. The Trust reserves the right to withdraw offers of employment where checks or references are deemed to be unsatisfactory.