



Job Description

POST:	SENDCo
RESPONSIBLE TO:	Co-Principals
RESPONSIBLE FOR:	SEND
GRADE:	MPS, plus TLR2a
LOCATION:	Oasis Academy Bank Leaze
START DATE:	ASAP
WORKING PATTERN:	(0.2), 1 day per week
Contract:	Permanent
DISCLOSURE LEVEL:	Enhanced
JOB PURPOSE:	To ensure all students with Special Needs have an appropriate provision and that they receive a broad, well-balanced and relevant education.

SPECIFIC RESPONSIBILITIES:

- **Strategic Direction and Development of Special Needs** including any off-site provision
- Establishing and maintaining policies and practices, which promote high achievement for students with identified Special Needs through effective teaching and learning.
- Creating an environment where students and staff develop and maintain positive attitudes towards teaching and learning of students with identified Special Needs.
- Using data effectively to monitor and evaluate the progress of students with identified Special Needs; planning and implementing effective intervention to support these students to achieve highly.
- Analysing national, local and Academy data, research and inspection findings to inform Special Needs' policies and practices, expectations and teaching methodologies and to report regularly to the Principal on progress and plans.
- Contributing to the Academy Improvement Plan and establishing an effective Special Needs Improvement Planning Cycle to meet Academy strategic priorities.
- Developing, updating and evaluating the whole school provision map to ensure cost effective use of resources, including staffing.

Teaching and Learning of Special Needs

- Identifying students who have Special Educational Needs and maintaining and disseminating up to date records of their identified needs and required provision.
 - Ensuring that suitable programmes are planned and developed appropriate to individual needs and entitlements.
 - Secure and sustaining effective teaching and support of students with identified Special Needs through structured monitoring and evaluation of all aspects of teaching and learning and active participation in the Academy's monitoring evaluation and review cycle through lesson observations, feedback to teaching staff, work sampling, student interviews and written reports to the Principal and Leadership Team as necessary.
 - Ensuring effective development of the literacy, numeracy and ICT skills of students with identified Special Needs.
 - Supporting the development of the curriculum to meet the needs of all students with identified Special Needs.
 - Liaising effectively with specialist external agencies, to co-ordinate and maximise the resources available to support effective intervention strategies, facilitating a multi-agency response for individual students as appropriate, ensuring that education remains a high priority.
 - Disseminating appropriate information regularly, including Pupil Information Profiles and advice from other professionals i.e. Educational Psychologists to ensure effective communication with members of the teaching and relevant support staff.
-
- **Leading and supporting the all the staff across the Academy in their understanding of and provision for SEN**
 - Providing support for EHCP's and Annual Reviews across the Academy
 - Providing CPD and support for all staff on specific learning difficulties such as ADHD, Autism, Asperger's Syndrome, Dyslexia and Dyspraxia.
 - Establishing clear expectations and high standards of professionalism and collaboration
 - Lead other staff in collaborative work to ensure that Pupil Information Profiles are used to set subject specific learning and behavioural targets, as required ensuring that they are used by teaching staff, reviewed to set and achieve specific targets, and that students and parents are aware of them.
 - Ensuring accurate and confidential record keeping of in line with Academy policies including monitoring against expected outcomes.

Efficient and Effective Deployment of Staff and Resources within the Academy

- Using appropriate resources, in consultation with the Principal, for effective, efficient and safe teaching and learning within the Academy; accommodation, staff, time, courses, development opportunities, ICT equipment.
- Deploying accommodation to effectively meet the teaching and learning needs of students with identified Special Needs.
- Ensuring a safe working and learning environment through application of appropriate risk assessments.



Safeguarding

Oasis is committed to making a difference to the lives of the communities it works in, and as such you must show a willingness to demonstrate commitment to the values and behaviours, which flow from the Oasis ethos. We are committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks.

OTHER

The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

SENDCo Person Specification

Our Purpose

Oasis Academies exists to provide a rich and balanced educational environment which caters for the whole person - academically, vocationally, socially, morally, spiritually, physically, emotionally and environmentally. Our task is to serve our students as well as to provide a learning hub for the entire community. In this way we will raise aspirations, unlock potential and work to achieve excellence through encouraging a 'can do' culture which nurtures confident and competent people.

Oasis Community Learning Ethos

Our ethos is an expression of our character - it is a statement of who we are and therefore the lens through which we assess all we do. Our work is motivated and inspired by the life, message and example of Christ, which shapes and guides every aspect of each of our schools. This is foundational to our belief that all people are created and loved by God as equal and unique beings, and to our commitment to model inclusion and compassion throughout all the aspects of the life and culture of each Academy community.

For further information, please refer to the OCL Purpose, Ethos and Values document which accompanies this job description.

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Teaching qualification 	<ul style="list-style-type: none"> Specific qualifications in SEND (Autism, speech and language, dyslexia, dyscalculia etc.) SENCO Award qualification
Experience, Skills & Knowledge	<ul style="list-style-type: none"> Working across KS1 and KS2 Proven record of good or outstanding teaching Sound understanding of what constitutes excellent classroom practice Knowledge and understanding of the new Code of Practice Knowledge and understanding of the new assessment framework 	<ul style="list-style-type: none"> Experience of leading a subject Evidence of recent relevant professional development Experience of working in a highly confidential environment Experience of working with children with complex needs

	<ul style="list-style-type: none"> • Experience of working effectively within a team • Proficient in the use of ICT • Good organisational skills • Experience of working with children with specific learning difficulties such as ADHD, Autism, Asperger's Syndrome, Dyslexia and Dyspraxia and the strategies used to facilitate the learning of students with such difficulties • Experience of leading Annual Reviews and completing Top Up applications 	<ul style="list-style-type: none"> • Experience of applying for statutory assessment
Personal Qualities	<ul style="list-style-type: none"> • Ability to encourage learning by building positive relationships • Good interpersonal skills with the ability to liaise effectively with other staff and with parents • Calm and adaptable with an ability to work within a flexible and busy environment • High level of discretion and confidentiality • High expectations of behaviour and ability to challenge without confrontation • Commitment to safeguarding and promoting the welfare of children and young people • Willingness to undergo appropriate checks, including enhanced DBS checks • Motivation to work with children and young people • Ability to form and maintain appropriate relationships and personal boundaries with children and young people 	

	<ul style="list-style-type: none"> • Have a willingness to demonstrate commitment to the values and behaviours which flow from the Oasis Community Learning ethos. 	
Safeguarding and Child Protection	<ul style="list-style-type: none"> • Good understanding of child protection procedures and the role of staff in identifying issues • Ability to deal appropriately with parents, staff and pupils • Commitment to safeguarding and promoting the welfare of children and young people • Willingness to undergo appropriate checks, including enhanced DBS checks • Motivation to work with children and young people • Ability to form and maintain appropriate relationships and personal boundaries with children and young people • Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline • Have a willingness to demonstrate commitment to the values and behaviours which flow from the Oasis ethos 	