



## Communicating Love; Inspiring our Community to Flourish



### **Candidate Information Pack**

Specialist Teacher - Teacher Main Scale / Upper Pay Scale + SEN Allowance  
St Gabriel's CofE Academy  
Houlton  
CV23 1AN

## Letter from the Executive Headteacher



Dear Candidate,

Thank you for taking the time to find out more about the position of Specialist Teacher here at St. Gabriel's Church of England Academy. We are really proud of our school and what we have achieved since opening in 2018. We are a popular two-form-of-entry school with approximately 500 pupils from Nursery to Year 6. Our pupils do really well here and we are one of the top-performing schools in our district. Our success is built on the skill and dedication of our wonderful staff team who live out our vision and values each day. We are taking the exciting step to open a new Specialist Resource Provision in September 2026 and have an opportunity for a talented and dedicated individual to join our caring and supportive team to lead this. This person will play an important role in the delivery of our mission to love and inspire our community to flourish whilst providing expert learning opportunities for children with special educational needs. The role offers the successful candidate the opportunity to have a significant impact on children who have communication and interaction needs, offering them high-quality learning experiences with love and care as well as working alongside our excellent colleagues to continue to deliver excellent standards across the school. Our school building is an amazing space with wonderful opportunities for children to learn in great facilities and the new provision has been designed to meet the needs of the learners who will use it. As the first school to be constructed on the Houlton development in Rugby, we are profoundly aware of the important role we play in establishing a sense of place here and want this provision to be a place where local children will feel fully included in their community. We are committed to inspiring, challenging and supporting the children in our care to fulfil their potential, making them feel valued, loved and able to flourish. Their needs are at the heart of all our decision-making and, as a Church of England School, our inclusive Christian ethos is at the centre of what we do as we aim to work for the common good of everyone.

This is an opportunity for an individual with passion, skill and dedication to make their mark on our school, contributing to high standards of education for our pupils whilst growing themselves personally and professionally. We can offer the successful candidate the opportunity to take their place alongside a talented and dedicated teaching team who are continually seeking to grow and develop together in a happy and thriving environment.

We can offer you:

- The chance to work with a wonderful skilled and highly collaborative team to affect learning and progress of children.
- Flexible working opportunities.
- Training and career progression opportunities.
- Discounted wraparound childcare.

I hope this opportunity has captured your interest, if so, please consider the job description with care. If you feel inspired to join the wonderful team at our fantastic school, I would love to hear from you.

Andy Taylor  
Executive Headteacher  
St Gabriel's CofE Academy



## Ethos



At St Gabriel's CofE Academy everything we do is underpinned by our loving, distinctive and inclusive Christian ethos. We want the best for our children; with love as our core value and primary motivation we ensure every decision and every action we take is with the best-interests of the child at the forefront of our thinking. We communicate God's love and hope for the future to the children in our care and the community we serve by providing the best possible educational experiences and support for children and families. Experiences which are deeply affecting, inspiring confidence and fully equipping our children for their future, enabling them to flourish and fulfil their potential. We recognise each child is gifted with unique skills, talents and interests and place an equal emphasis on developing the whole child in every way:

Academically – encourage excellence, striving to make great progress

Physically – grow healthily with increasing skill and respect for our bodies

Mentally – secure a healthy, joyful, mature outlook, building resilience

Spiritually – develop an appreciation of beliefs, their impact and influence on our lives

Morally – mature in an understanding of behaviour, law and ethics

Socially – build and maintain healthy relationships as a collaborative community

Culturally – identify the responsibilities and opportunities presented in our society

## Our Vision Statement

At St Gabriel's CofE Academy, our vision is that we are always:

**Communicating Love; Inspiring our Community to Flourish**

Inspired by –

**Love one Another as I have Loved you. John 13:34**

## Job Description – Specialist Teacher



### **About the Role**

The school is looking to appoint an inspirational and highly effective Specialist Teacher who is committed to ensuring St Gabriel's provides educational excellence in our school community.

The successful candidate will have the opportunity to work with the Headteacher and Leadership team to secure the highest standards in our provision; including but not limited to: providing highly individualised learning opportunities for pupils with special educational needs; carefully tracking, monitoring and reporting on steps of progress relevant to the individual child; providing high-quality personal development and enrichment activities; working productively with a range of professionals to ensure pupils achieve and thrive; promoting well-being and safeguarding and showing a commitment to professional development. The role is suitable for teachers with experience of special educational needs, particularly in the area of communication and interaction. It is open to full or part-time applicants.

### **Accountability:**

The Specialist teacher is line-managed by the SENDCO and is accountable to the leadership team. At all times the Specialist Teacher will operate within school policies and procedures.

### **Purpose of the Job**

Under the overall direction of the Leadership team, the Specialist Teacher will:

- Take responsibility for the education and welfare of a designated class of children in accordance with the current School Teachers' Pay and Conditions document, Teacher Standards and having due regard to the requirements of the National Curriculum and school policies.
- Take responsibility for planning and implementing high-quality educational experiences for a designated class in the framework of national and local school policies and practice.
- Take responsibility for the attainment and progress for all children within a designated class, maintain assessment practice which supports progress and report on progress to senior staff, parents and carers and governors as required.

## Job Description – Specialist Teacher



### **Duties and Responsibilities**

#### **Classroom practice**

Plan and deliver high-quality individualised learning opportunities as part of an engaging personalised curriculum for all children in a designated class within the framework of national and school curriculum policies, in collaboration with staff colleagues and with expert consideration given to individual children's special education needs.

Take account of the individual needs of all the children in a designated class to ensure support and challenge is used effectively to maximise progress, adapting learning opportunities as required.

Create a secure, happy and purposeful learning environment, maintaining very high expectations for behaviour, effort and cooperation.

Ensure resources, equipment and materials contribute to children's learning opportunities.

Accurately assess children's individual progress, maintain records and report as required.

Effectively direct and work in partnership with support staff, leading the team to positively impact learning in the setting.

Be an excellent role model, exemplifying a high standard of teaching and promoting high expectations for all members of the school community.

Promote a positive, collaborative school culture, nurturing equality, dignity and upholding the Christian ethos of the school.

#### **Developing self and others**

Seek opportunities for continuous professional development through self-directed research, courses and in-service training.

Participate in and contribute to whole-school staff meetings.

Support the development of collaborative approaches to learning and share effective practice.

Regularly review and reflect on practice demonstrating a desire to continuously improve.

#### **Key organisational activities**

Contribute to the leadership of the specialist resource provision and the provision for SEND across the school.

Support and contribute to school systems to ensure statutory requirements are being met with regard to Health and Safety, Data Protection and other initiatives as directed.

Ensure a consistent approach to standards of behaviour, attendance and punctuality are implemented across the school.

Contribute to the day-to-day effective organisation and running of the school.

Seek efficiencies in time and resources.

Contribute to the development of the school's policies and procedures.

### **Securing accountability**

Take responsibility and accountability for individual's progress towards targets.

Contribute to the reporting of progress and next steps to parents, community and partners as required.

Take responsibility for promoting and safeguarding the health, safety and welfare of children within the school.

### **Strengthening community**

Promote inclusion and equality in all the services that the school offers.

Contribute to the school's culture, our inclusive Christian ethos, taking account of our Church foundation, the wider community and our Diocesan links.

Collaborate with specialist support services as appropriate.

Promote the positive involvement of parents/carers in school life.

Contribute to a positive, collaborative working environment.

Build positive, trusting relationships with colleagues, pupils, parents and external agencies.

### **Other**

To undertake any other professional duties, or training, reasonably delegated by the Headteacher, which are within the scope of this post and in line with the changing needs of the school.

Act as an ambassador, promoting the ethos, aims and provision at St Gabriel's CofE Academy.

*This job description is subject to annual review. It may be amended at the request of the Headteacher or the post holder but only after full consultation.*

## Person Specification

This person specification is related to the requirements of the post as determined by the job description. Short listing is carried out on the basis of how you meet the requirements of the person specification. You should refer to these requirements when completing your application.

<b>Education and training</b>		<b>Measured by:</b>
✓	Honours degree or equivalent	Application
✓	Qualified Teacher Status	
✓	Further study, training or qualification in an area of special educational needs	
<b>Relevant Experience</b>		
✓	Recent experience of teaching in a school setting	Application and interview
✓	Extensive experience of teaching pupils with SEND in a specialist setting, resource base or mainstream school.	
<b>Knowledge and Skills</b>		
✓	Up-to-date Knowledge and understanding of the Early Years Foundation Stage Framework, National Curriculum & SEND Code of Practice	Application and interview
✓	Ability to articulate an understanding of excellent practice in pedagogy and curriculum design	
✓	Knowledge of assessment, recording and reporting of pupils' progress and achievements including an understanding of expected standards unaligned to a pupil's chronological age	
✓	Knowledge of effective strategies to meet the needs of pupils with communication and interaction needs	
✓	Familiarity with planning individual provision based on EHCP outcomes	
✓	Up to date knowledge of relevant legislation and guidance in relation to working with and the protection of children and young people.	
✓		
<b>Personal Qualities</b>		
✓	Dedicated, resilient and enthusiastic	Application and interview
✓	Passionate for learning and children's progress, particularly for those who have special education needs	
✓	Positive and flexible approach to new ideas, approaches and challenges	
✓	Excellent communication and interpersonal skills	
✓	Committed to securing strong personal relationships, including the ability to work as a member of a team	
✓	Ability to work independently, demonstrating initiative	

<b>Additional</b>		
✓	Evidence of an appreciation of establishing and developing positive working relationships with parents, colleagues, governors and external agencies	Application and interview
✓	Committed to own continuing professional development	
✓	Demonstrates an understanding that at all times the best interests of the children must be promoted	
✓	Commitment to upholding and promoting the school's Christian ethos and values	
✓	An understanding of and proactive commitment to promoting equal opportunities for all	
✓	Excellent attendance record	
<b>Safeguarding</b>		
✓	Appreciates the significance of child protection and safeguarding for all individual children	Application, interview and references
✓	Can demonstrate a working knowledge of and commitment to establishing a culture of safeguarding for the whole school community	

*St Gabriel's CofE Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be subject to an Enhanced DBS check, two excellent and unequivocal references and a Disclosure of Criminal Record and Disqualification Declaration. An online search of successful shortlisted candidates will be undertaken prior to interview.*

***The post holder will be required to take responsibility for and uphold a culture of safeguarding.***

## Application Information

Thank you for taking an interest in this post.

**Candidates are most welcome to visit the school.**

Please contact Mrs H. Wilmot at [om@stgabrielscofeacademy.org](mailto:om@stgabrielscofeacademy.org)

**Please note the closing date for applications is 12:00pm on 20<sup>th</sup>**

**April 2026**

**Interviews provisionally 24<sup>th</sup> April 2026**



## Contact Details

**Completed applications and supporting documents should be sent via email to:**

[om@stgabrielscofeacademy.org](mailto:om@stgabrielscofeacademy.org)

**or posted to:**

**Mr Andy Taylor, Executive Headteacher, St Gabriel's C of E Academy, Houlton, Rugby, CV23 1AN**

If you do not receive acknowledgement of an electronic application, then please phone

01788 222405

Please contact us if you require a printed or enlarged application pack.

St Gabriel's Church of England Academy

Houlton

Rugby

Warwickshire