



INFORMATION FOR CANDIDATES

Grace Academy Darlaston

Teacher of SEND + TLR

TLR is available for suitably qualified candidates who can undertake additional SEND responsibilities.

Flexible working considered.

Deadline for Applications: 23rd January 2026

MPS/UPS (SEN Point 1 + TLR 2a)

*"Grace Academy Darlaston is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to demonstrate this commitment in every aspect of their work."*

# Welcome from Henry Holland

Principal, Grace Academy Darlaston



Thank you for your interest in joining Grace Academy Darlaston, an 11-18 school that serves the community of Darlaston and the surrounding areas in and around Walsall. We are incredibly proud of our Academy and our community. We are proud of our happy students and staff, both of whom work together to achieve excellent results. Our mission is ongoing yet immensely rewarding. We work tirelessly to provide an excellent education for our students, with a focus on high standards and high aspirations.

Whilst our Academy is not a faith school, it does have a unique Christian Ethos based upon our five core values: *Grace, Respect, Integrity, Excellence and Potential*. We strive to uphold these values in all that we do and we are determined that our attitudes and actions reflect these each and every day.

Having recently been awarded the ACE School of Character Quality Mark, we have high standards in all aspects of learning and behaviour and set challenging targets for further career and personal development. We have a focus on learning and fun through a variety of extra-curricular and enrichment clubs, activities, special events and holidays. Our core set of values ensures that every student is given the opportunity to develop into confident, successful and happy young adults, ready to face the future.

We are rated by Ofsted as Good, with strong, focused leadership, the successful applicant will join a friendly, dynamic and supportive academy staff team who are wellbeing focussed. Further development opportunities are provided through internal and external CPD courses and academy training days.

The life in our academy and teamwork is very important to us and we hope you will be able to play a key part in that. We invite you to explore our website, visit our social media pages, and most importantly - come and visit. We look forward to receiving your application.

*Henry Holland*

Principal - Grace Academy Darlaston



Limitless **POTENTIAL** | Intentional **EXCELLENCE** | Mutual **RESPECT**  
Genuine **INTEGRITY** | Amazing **GRACE**

# An Introduction - Tove Learning Trust

  
EMPLOY  
OVER  
**1,700**  
STAFF

  
EDUCATE  
OVER  
**11,500**  
PUPILS

Tove Learning Trust (TLT) is a highly successful multi-academy Trust with primary, secondary and alternative provision schools across the West Midlands, Northamptonshire and Milton Keynes. We are a cross phase trust providing a high-quality education for over 11,000 children between the ages of 4 and 18. Within our family of schools we have four primaries, nine secondaries and two alternative provision schools.

As an employer of choice, we recognise every colleague is an individual, we value diversity, and work as a team to remove barriers to equity. We know that when you are 'the best you', whatever your role is with the Trust, you will transform students' lives.

The Trust is committed to ensuring that all children achieve as highly as possible and we work hard to offer stimulating environments that enable every learner to progress and flourish. We have a small central team and a committed Board of Trustees that are focused on delivering outstanding outcomes.

We aim to have academies that are excellent communities of learning where children thrive on success.

You will have access to a team of school improvement directors specialising in Maths, English, Science, Humanities, EYFS and SEND & Inclusion.

Our outcomes in the vast majority of our schools exceed national expectations and many of our schools are rated Good or better by OFSTED.

## Employee Benefits:

- ✓ **Teacher & support staff pension schemes**
- ✓ **Continuous Professional Development (CPD)**
- ✓ **Training School Alliance**
- ✓ **Networking opportunities**
- ✓ **Specsavers Eyecare Voucher**
- ✓ **Flu vaccine**
- ✓ **Employee Assistance Programme (EAP)**
- ✓ **Medicash - Health Cash Plan:**
  - 24/7 GP Appointments & prescription services
  - Dental treatment
  - Optical care
  - Physiotherapy
  - Skinvision - skin health tracker
  - A range of essential healthcare expenses
  - Exclusive discounts on shopping & travel

## TOVE LEARNING TRUST SCHOOLS

### West Midlands

- Grace Academy Coventry
- Grace Academy Darlaston
- Grace Academy Solihull

### Northamptonshire and Milton Keynes

- CE Academy
- Elizabeth Woodville School
- Huxlow Academy
- Knowles Primary School
- Lord Grey Academy
- New Horizons Academy
- Rushden Academy
- Sponne School
- Stantonbury School
- Water Hall Primary School
- Whitefriars Primary School
- Wootton Primary School



# Job Description

## REPORTING TO:

Assistant Principal - SENCO

## MAIN PURPOSE

We seek to appoint a dedicated and talented Teacher of SEND to join our well-established SEND department. Under the leadership of our Assistant Principal for SEND, the department has made significant progress in recent years, strengthening our provision and ensuring that students with additional needs receive high-quality, personalised support. We are now looking for a committed individual to help us build on this success and contribute to the next phase of our development.

The successful candidate will be passionate about inclusive education and driven by the belief that every young person deserves the opportunity to thrive. You will play a key role in delivering a range of subjects, particularly English and Maths, ensuring that students with a wide range of needs can access, engage with, and make strong progress within these essential areas of the curriculum. Working closely with a skilled team of teaching and support staff, as well as external professionals, you will deliver tailored interventions, adapt curriculum materials, and champion best practice across the school.

For the right candidate, a TLR is available to take on additional statutory and strategic responsibilities within SEND. This could include contributing to the coordination of key processes, supporting the development of whole-school SEND practice, and playing an active role in shaping provision for some of our most vulnerable learners. We are keen to appoint someone with the vision, expertise, and commitment to help drive forward our inclusive agenda and strengthen outcomes for students across the school.

## Main Duties

- Teach a range of subjects, including English and Maths, to a smaller group of KS3 students with complex needs, ensuring they can access, engage with, and make strong progress within these essential areas of the curriculum.
- Lead on specific statutory SEND processes, including coordinating EHCP reviews and ensuring compliance with the SEND Code of Practice.
- Support the strategic development of SEND provision across the school in line with whole-school priorities.
- Oversee targeted intervention programmes and monitor their impact on student outcomes.
- Provide guidance, coaching, and support to teaching and support staff on effective SEND strategies and inclusive practice within academic subjects and beyond.
- Contribute to the identification and assessment of students with additional needs, working closely with the SENDCo and external agencies.
- Lead on the development and implementation of personalised learning plans and provision maps.
- Monitor the progress, attainment, and wellbeing of identified SEND cohorts, ensuring timely and effective support.
- Support high-quality communication with parents, carers, and external professionals regarding student needs and progress.
- Plan and deliver CPD focused on SEND, inclusive pedagogy, and effective approaches to supporting learners in core subjects.
- Champion a culture of inclusion across the school, promoting high expectations and positive outcomes for all learners with SEND.
- Contribute to the coordination and implementation of exam access arrangements, ensuring that eligible students receive appropriate dispensations and that all processes meet regulatory requirements.



# Job Description

## continued

### SPECIFIC DUTIES

- Work with Head of Departments and the Assistant Principal for SEND on the development of appropriate programmes of study, teaching materials, intervention pathways, and methods of teaching and assessment tailored to students with SEND.
- Teach students within the Academy, including small groups of learners with complex needs, and carry out any other associated duties reasonably assigned by the Principal.
- Maintain high standards of behaviour and promote positive conduct in line with the Academy's behaviour policies and systems.
- Promote equal opportunities across the Academy and support the implementation of the Academy's Equal Opportunities Policy, ensuring inclusive practice for all learners.
- Monitor the academic progress, engagement, and wellbeing of students with SEND, maintaining high expectations of work, behaviour, and personal development in accordance with Academy policies.
- Contribute to quality assurance processes within the SEND department.
- Encourage curriculum development that supports accessibility and inclusion, promote the effective use of resources, and help maintain a purposeful and supportive learning environment.
- Provide effective communication with parents, carers, external agencies, and other educational institutions to support the needs and progress of students with SEND.
- Contribute to regular departmental and whole-school meetings, ensuring strong communication and collaboration within the SEND team and wider staff body.
- Contribute to materials published about the Academy, particularly those relating to SEND provision, inclusive practice, and support for learners with additional needs.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all of the tasks a Teacher of SEN will carry out. The post holder may be required to complete other duties appropriate to the level of the role, as directed by the line manager.

### Qualifications

- Qualified Teacher Status, ideally primary or SEND specific training.
- Evidence of continued professional development, particularly in SEND, inclusion, or specialist teaching approaches.
- Additional SEND-related qualifications (e.g. NASENCO, specialist literacy/numeracy training, or qualifications in specific learning difficulties) are desirable.



Tove Learning Trust expects its employees to work flexibly within the framework of the job description. This means the post holder may be expected to carry out work that is not specified in the job description but which is within the remit of the role, duties and responsibilities.

# Teacher - Grace Academy Darlaston

## Person Specification

EDUCATION & QUALIFICATIONS	ESSENTIAL	DESIRABLE
Qualified Teacher Status	✓	
Additional SEND-related qualifications (e.g. NASENCO, specialist literacy/numeracy training, or qualifications in specific learning difficulties) are desirable.		✓
Relevant Degree	✓	
Primary-trained teachers or those with specialist SEND training.		✓
KNOWLEDGE & EXPERIENCE		
Teaching experience	✓	
Experience working closely with SEND students	✓	
Experience of some level of leadership	✓	
Experience of line management of staff and appraisal processes	✓	
Experience of working at a whole-school level	✓	
Experience of conducting training	✓	
SKILLS & ATTRIBUTES		
Sound knowledge of the SEND Code of Practice	✓	
Understanding of Quality First Teaching and the effective use of interventions.	✓	
Ability to plan and evaluate interventions	✓	
Data analysis skills and the ability to use data to inform provision planning.	✓	
Effective communication and interpersonal skills, including the ability to hold challenging conversations.	✓	

# Teacher - Grace Academy Darlaston

## Person Specification

Ability to effectively influence and negotiate.	✓	
Ability to build effective working relationships	✓	
Good record keeping skills	✓	
Personal Qualities		
Commitment to getting the best outcomes for pupils and promoting the ethos and values of the school	✓	
Commitment to equal opportunities and securing good outcomes for pupils with SEN or a disability	✓	
Ability to work under pressure and prioritise effectively	✓	
Commitment to maintaining confidentiality at all times.	✓	
Commitment to safeguarding and equality.	✓	

# How To Apply/ Recruitment Process

## TO APPLY

To apply, please forward a completed application form together with a supporting statement (no more than two sides of A4) outlining your suitability for the role. Your statement should outline how you satisfy the qualification and experience elements of the person specification.

For candidates invited to interview, these responses will be explored further, together with the other elements of the person specification.

Please send your completed application by email to [GADrecruitment@darlaston.graceacademy.org.uk](mailto:GADrecruitment@darlaston.graceacademy.org.uk)

All applications will be acknowledged.

## THE RECRUITMENT PROCESS

After the closing date, short listing will be conducted by a panel. You will be selected for an interview entirely on the contents of your application form, so please read the job description and person specification carefully before you complete your form.

All candidates invited to interview must bring the following documents:

- Documentary evidence of right to work in the UK
- Documentary evidence of identity that will satisfy DBS requirements
- Documentary proof of current name and address
- Birth certificate and where appropriate any documentation evidencing change of name
- Documents confirming any educational or professional qualifications that are necessary or relevant for the post

Please note that originals of the above are necessary, photocopies or certified copies are not sufficient.

**THE CLOSING DATE  
FOR APPLICATIONS**  
23<sup>rd</sup> January

**SHORTLISTING**  
26<sup>th</sup> January

**INTERVIEWS**  
29<sup>th</sup> January

## FURTHER INFORMATION

Should you have any queries or issues with the dates outlined above or would like a confidential conversation, then please contact Beverley Beasley, HR Manager, on 0121 568 3300 ([GADrecruitment@darlaston.graceacademy.org.uk](mailto:GADrecruitment@darlaston.graceacademy.org.uk)).

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*Tove Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. The post is subject to an enhanced Disclosure and Barring Service (DBS) clearance check.*

*References may be taken up for all shortlisted candidates prior to interview, unless otherwise specified. The trust reserves the right to research shortlisted candidates on social media platforms and the internet, and the recruitment panel may take this information into consideration during the recruitment process.*





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[www.darlaston-graceacademy.org.uk](http://www.darlaston-graceacademy.org.uk)  [GraceAcademyDarlaston](https://www.facebook.com/GraceAcademyDarlaston)  [GADarlaston](https://twitter.com/GADarlaston)

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