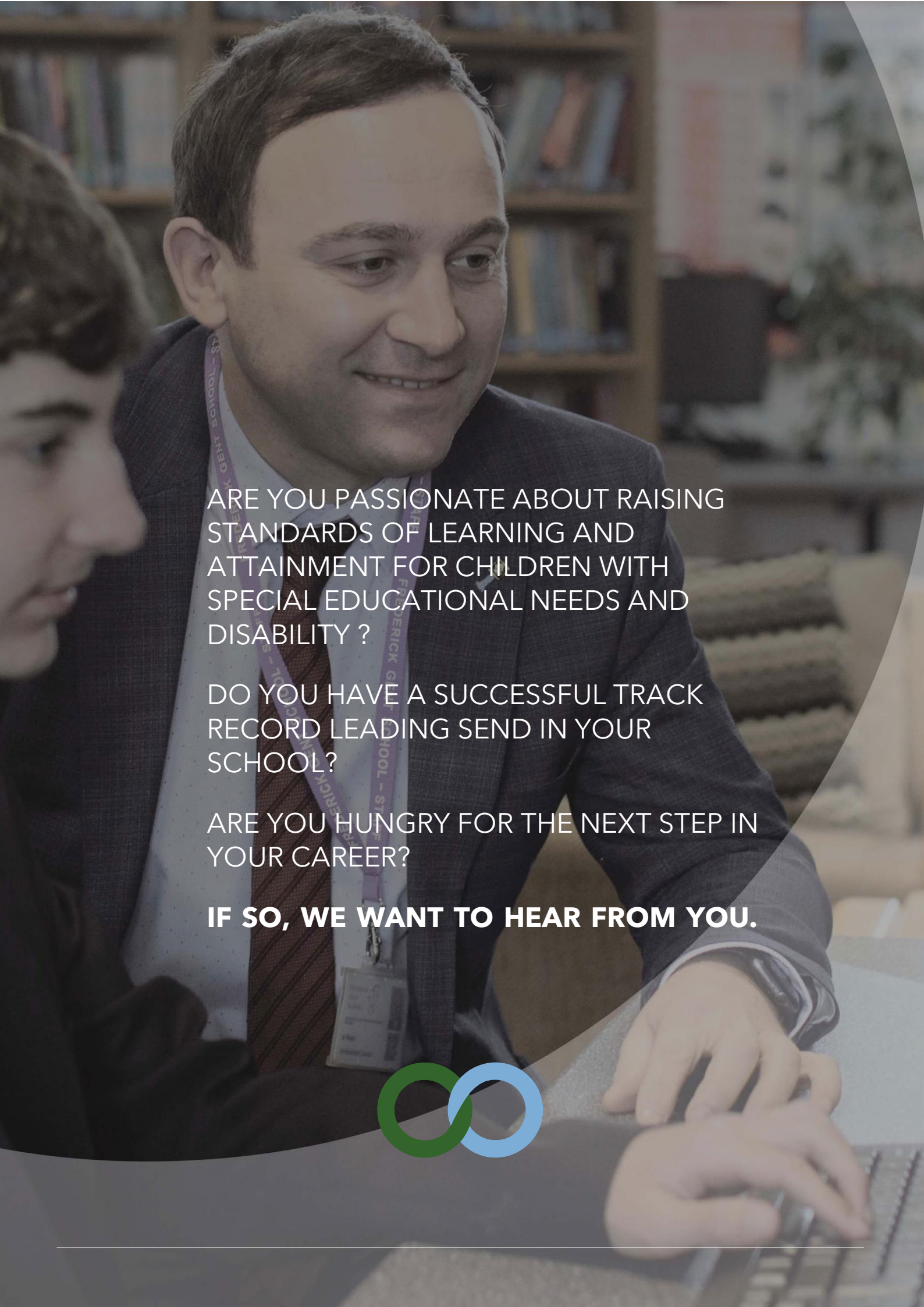




CANDIDATE PACK
TRUST LEAD SEND





ARE YOU PASSIONATE ABOUT RAISING
STANDARDS OF LEARNING AND
ATTAINMENT FOR CHILDREN WITH
SPECIAL EDUCATIONAL NEEDS AND
DISABILITY ?

DO YOU HAVE A SUCCESSFUL TRACK
RECORD LEADING SEND IN YOUR
SCHOOL?

ARE YOU HUNGRY FOR THE NEXT STEP IN
YOUR CAREER?

IF SO, WE WANT TO HEAR FROM YOU.



WELCOME FROM THE CHIEF EXECUTIVE OFFICER

Thank you for your interest in the role of Trust Lead for Special Educational Needs and Disability (SEND) within The Two Counties Trust.

This is an exciting time to join our Multi Academy Trust and this is a key role for the Trust and our schools. I have a clear vision for the Trust and what we need to do to be even more successful going forward whilst retaining the distinctive features and approach that has become the DNA of The Two Counties Trust. We are determined to build intrinsic motivation, demonstrate the highest of expectations and provide the scaffolds that all our students need to leave our schools ready to lead a successful life and make a special contribution to the world we share.

As a school and Trust based role, we want our Trust Lead for SEND to exemplify a model of excellent practice and lead the Trust wide strategy for SEND provision, working closely professional colleagues across our schools. This is an excellent opportunity work at both a strategic and operational level across our schools, playing a crucial role in ensuring that our SEND provision is both highly effective and consistent.

All of our employees play a key role in making our vision a reality and this role is no exception. We are genuinely a values driven organisation and mission aligned. We recognise the importance of personal and career development and will actively support you to achieve your goals.

I hope that you find the information in this candidate pack of interest. If you would like an informal discussion about this role with our Pastoral Director, please contact our HR team via hr-team@twocountiestrust.co.uk.

I look forward to receiving your application.

W.J. Davies .

CHIEF EXECUTIVE OFFICER



WHO ARE WE?

We are a medium sized Trust based in Nottinghamshire and Derbyshire.



10,500

We are the Trust of choice for over 10,500 students



1,300

The employer of choice for 1,300 employees.



WHY DO WE EXIST?

To provide our students with opportunities and experiences to enhance their life choices, making a positive contribution to the world we share.

HOW WILL WE SUCCEED

By creating a healthy organisation, free from politics and confusion through clarity following the empowered to lead operating model.

By crafting and implementing a high-value curriculum which is knowledge rich to allow meaningful application of skills.

By building a compelling school culture built on strong professional relationships where all can achieve.

By putting people first through high impact professional development and instructional coaching.

HOW DO WE BEHAVE



AMBITION

We maximise our potential through striving for excellence.



TEAMWORK

We give 100% effort, displaying kindness and humility for the benefit of all.



HONESTY

We are respectfully open about our successes and areas for growth.

WHAT DO WE DO?

Collectively, we serve our communities by educating and preparing our students for the next steps in their lives.



Finance



Estates



Health & Safety



HR



Procurement



IT



Payroll



Governance



Career

THE FUTURE

The future is bright at The Two Counties Trust, more and more families are choosing to send their children to a Two Counties school. We continue to attract talented professionals to join our team.

With the appointment of our new CEO we have reviewed our mission and values and have set a clear path to improve based upon the four key strategic anchors. We have redefined how our school improvement team works to ensure that we are investing in leadership development and coaching.

In addition to this we are investing in our buildings and IT to ensure that we have the best learning environments for our students to learn and our staff to work.

We are under no illusion of the task in hand, but we are equally confident that the Trust will go from strength to strength. Leaders across the Trust are both supported and challenged by highly effective Trust Board and committed Local Governing Bodies.

We are determined to:

Ensure all our schools are at least good within three years of joining the Trust, and most schools to be judged outstanding.

Priority students to make at least the same progress as all students nationally.

Be consistently in the top 20 highest performing MATs nationally for student outcomes.

WHY YOU SHOULD JOIN THE TWO COUNTIES TRUST

Alongside the chance to make a difference to our schools and therefore students life choices, there are many great reasons to choose The Two Counties Trust as a great place to continue your career.

We are a Trust that recognises the importance of a happy, healthy, rewarded, and motivated workforce and as such we have developed our HR strategy to invest in our employees.

We can support your career and personal development through a range of routes and offer extensive CPD for all staff. We are also a Trust where you can make a difference, we live and breathe our values and work together for the benefit of our students and the community.

In return for your contribution there are an extensive range of benefits that are accessible to you as an employee of The Two Counties Trust.

For your health and welfare we offer discounted gym membership to over 3,400 health clubs whilst Dental and Health Care plans offer you a range of benefits including worldwide dental cover, optical care, diagnostic consultation, and therapy plus a voluntary Private Medical Insurance scheme.

We also recognise that balancing everyday life and work can sometimes create pressures and to support you we provide you with access to an enhanced Employee Assistance Programme from day 1 of your employment to help you and your family manage events and issues, providing access to confidential advice on health, family, money matters, work and much more.

Our retail benefit scheme is designed to ensure that your pay goes that bit further. We offer great personal car leasing deals through our affinity scheme with Arnold Clark and extensive savings can be made through our Salary Extras scheme. This scheme saves you money on every day essentials, travel, gifts, fashion, going out and electronics providing you with access to a range of offers and discounts which are not available on the high street.

These benefits run alongside other elements of our total reward package including access to the Teachers' Pension Scheme or Local Government Pension Scheme (depending on your role), enhanced family friendly leave and pay arrangements, free car parking, a cycle to work scheme, the opportunity to request flexible working and most importantly a friendly, professional working environment.



TRUST LEAD : SEND

£50,644 - 55,881 per annum (Leadership scale L8-L12) - Full time

This is an exciting time to be joining our Multi Academy Trust. We operate from a Head Office in Ashfield with nine schools in Nottinghamshire and Derbyshire along the M1 corridor. We have experienced a period of rapid growth over the last few years and as part of our ongoing development plans, we are now ready to appoint to this new role.

The successful candidate will be welcomed into a team of collaborative, forward thinking Trust leaders who are all experts in their field. Your contribution to our team will be to model excellent SEND practice and embed these practices within our schools in order to raise standards of learning and attainment for our children with Special Educational Needs and Disabilities.

We are looking for an experienced leader of SEND with a proven track record who is ready for the next step in their career. You will need to possess the ability to confidently lead positive change with our team of SENCOs, taking pride in high standards, and displaying a genuine passion for the future of our students.

If we have sparked your interest, please go to our TES page to find out more and apply.

If you would like an informal discussion about this role with our Pastoral Director, please contact our HR team via hr-team@twocountiestrust.co.uk to arrange this.

Why join us?

We are a Trust that is committed to working together to benefit our students and staff whilst believing in empowering our leaders to lead. We are developing our People First strategic anchor through the Two Counties professional studies programme. We currently operate across nine schools which provides opportunities for all our staff for growth and promotion. With a real focus on priority groups you can make a difference where it matters the most.

This Trust has a forward-thinking HR strategy with all the professional benefits that this brings including competitive rates of pay, free parking, an increasing array of employee benefits and lifestyle options together with a strong commitment to your professional and career development.

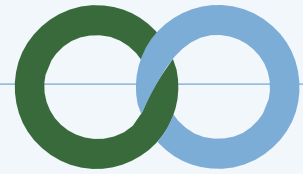
The closing date for applications is: Friday 1 October 2021, 4pm

Interviews will be held on: Friday 15 October 2021 at The Manor Academy, Park Hall Road, Mansfield Woodhouse, Nottinghamshire, NG19 8QA.

We are committed to the safeguarding of all children and young people. Any offer of employment will be subject to the receipt of a satisfactory DBS disclosure, receipt of references and successful completion of vetting procedures.

JOB PROFILE

Trust Lead: SEND



Job title	Trust Lead for Special Educational Needs and Disability (SEND)
Responsible to:	Pastoral Director
Responsible for:	Indirect line management to lead the development the SENCO team and in school arrangements for SEND student
Salary	L8- L12 £50,644- 55,881
Working hours:	Full time
Core purpose:	<p>The Trust Lead for SEND is a model of excellent practice. This post holder maintains a clear focus on outstanding delivery to learners and facilitates a centre of best practice.</p> <p>The post holder will lead the Trust wide strategy for SEND provision, working closely with subject / senior leaders across our schools and other leading practitioners in raising standards of learning and attainment for children with Special Educational Needs and Disability.</p> <p>The Trust Lead for SEND will work at both a strategic and operational level across all schools, playing a crucial role in ensuring that this provision within our schools is both highly effective and consistent.</p> <p>You will have access to a budget to support your work.</p>

Corporate responsibilities

1. To ensure that the responsibilities of the role are carried out in a way that reflects the vision and values of the Trust
2. To observe all policies / procedures / working practices / regulations, and in particular to comply with policies in respect of Equal Opportunities, Health and Safety, Financial Regulations and Safeguarding.
3. To contribute to a culture of continuous improvement.
4. To comply with all reasonable management requests.

Key responsibilities

1. To raise standards in learning and attainment through modelling and developing best practice in the provision for children with Special Educational Needs and Disability.
2. To monitor standards and progress across the curriculum in conjunction with SEND professionals in all schools.
3. To be an outstanding classroom practitioner, role model and leader who possesses expertise in providing for students with additional needs.
4. To share knowledge, skills, resources and experience with others to enable practice to be developed.

5. To undertake school-based research into best practice in other schools.
6. To research and evaluate innovative practices and draw on research outcomes and other sources of external evidence to inform own practice and that of colleagues.
7. To contribute to the development of SEND provision and deliver specific or generic CPD programmes to colleagues in other schools.
8. To contribute to school improvement activity across the Trust including school-to-school support, INSET sessions, twilight sessions and training days.
9. To raise standards in teaching by working with teachers and subject leaders to provide an appropriate curriculum for children with SEND.
10. To keep fully appraised and aware of educational and other key developments, national or local, and assess their impact.
11. To promote excellent practice
12. To ensure that high expectations and up-to-date knowledge on SEND is disseminated
13. To provide support for individual members of staff to generate clear professional development
14. To lead the SEND Network, ensuring sharing good practice and active engagement of all schools in the Trust.
15. To develop SEND policies
16. To undertake training and development relevant to the post and in line with the Trust's developing profile.
17. To perform any other duties necessary to aid the growth and development of the post.
18. To undertake specific projects or other temporary duties consistent with the objectives of the post as required from time to time.
19. To carry out any other duties commensurate with the general level of this appointment.

**Our mission
Why do we exist?**

To provide our students with opportunities and experiences to enhance their life choices, making a positive contribution to the world we share.

**Our values
How do we behave?**

Ambition: we maximise our potential through striving for excellence.

Teamwork: we give 100% effort, displaying kindness and humility for the benefit of all.

Honesty: we are respectfully open about our successes and areas for growth

Our strategic anchors

- Create a healthy organisation, free from politics and confusion through clarity following the empowered to lead operating model.
- Build a compelling school culture built on strong professional relationship where all can achieve.
- Craft and implement a high-value curriculum which is knowledge rich to allow meaningful application of skills.
- Put people first through high impact professional development and instructional coaching.

Notes:

This document is an overview of the role. The responsibilities will include but will not be limited to those listed above and it is anticipated that the role will evolve over time and as such the duties may change. This document does not form part of the contract of employment. This post will have contact with children and as such a satisfactory disclosure from the Disclosure and Barring Service (DBS) is required as a condition of employment.

PERSON SPECIFICATION

Role: Trust Lead : SEND		E/D	A	I
Qualifications and Training				
1	Educated to degree level in a relevant subject.	E	✓	
2	Qualified Teacher Status	E	✓	
3	SEND qualification	E	✓	
4	Completed Designated Safeguarding Lead Training in the last 2 years	D	✓	
Experience				
5	Demonstrable experience and success in leading SEND within a school	E	✓	✓
6	Experience of providing school to school support	E	✓	✓
7	Experience of gathering, interpreting and utilising data to inform a plan of action	E	✓	✓
8	Significant experience of teaching pupils with complex and significant SEND	E	✓	✓
9	Experience of communicating to a wide audience including teachers, school leaders, students and parents	E	✓	
10	Experience of leading, supporting and developing others	E	✓	✓
Knowledge and understanding				
11	Working knowledge of legislation, guidance and legal requirements in respect of SEND	E	✓	✓
12	Up to date knowledge of Equality, Human Rights and Data Protection Legislation	E	✓	✓
13	Knowledge of the Ofsted inspection process	E	✓	
14	Knowledge of teaching and leading strategies to support students with significant and complex learning needs and the inclusion agenda	E	✓	✓
Skills and abilities				
15	Able to lead a team of subject specialists in order drive improvement across the Trust	E		✓
16	Well-developed presentation skills and comfortable with public speaking; the ability to communicate effectively with a variety of audiences and acting as an effective ambassador for the Trust.	E		✓
17	Able to work as part of a team or on own initiative	E		✓
18	Demonstrate motivation, enthusiasm and a positive response to challenges and high expectations in relation to pupil progress.	E		✓

KEY

E
D

Essential
Desirable

A
I

Assessed by Application Form
Assessed by Interview

PERSON SPECIFICATION

19	Excellent time management and the ability to delegate effectively, prioritising workloads in order to meet deadlines.	E		✓
20	Ability to complete work accurately, clearly and concisely	E		✓
21	Able to communicate clearly through a variety of media to audiences with differing levels of understanding.	E		✓
22	Experienced user of MS office and school data systems	E		✓
Personal attributes				
23	Relentless focus on high quality	E		✓
24	A capacity for hard work and the ability to inspire others	E		✓
25	Pragmatic, action orientated, outcomes focused	E		✓
26	Resilient and persistent in goals, but adaptable to context and people	E		✓
27	Resilience in the face of challenges	E		✓
28	Excellent and adaptable communication skills	E		✓
29	Willingness to take risks and challenge accepted behaviours	E		✓
30	Confident and calm comfortable in a range of settings	E		✓
31	Self-aware and able to learn	E		✓
32	Reliable and trustworthy	E		✓
Other				
33	A commitment to uphold and promote equality of opportunity	E		✓
34	Demonstrates an understanding of Safeguarding issues relevant to the post	E		✓

Date: September 2021

KEY

E
D

Essential
Desirable

A
I

Assessed by Application Form
Assessed by Interview



HOW TO APPLY

TES is our recruitment platform so please go to **<https://www.tes.com/jobs/vacancy/trust-lead-for-special-educational-needs-and-disability-send-nottinghamshire-1493349>**

If you do not wish to apply online you can download an application form from this link and then e-mail your application to **hr-team@twocountiestrust.co.uk**.

Please ensure that you set out in your application why your experience and ambition is a good fit for the role of Trust Lead for SEND within The Two Counties Trust.

In order to comply with Safeguarding requirements, you must complete either an application form or apply on-line via TES. We cannot accept a Curriculum Vitae as an application for this post.

Please note that we receive a large number of applications and so unfortunately cannot provide feedback to everyone. If you have not been contacted by 8 October 2021 you should assume that your application has not been successful on this occasion.

Applications must arrive by 4pm on Friday 1 October 2021

Interviews will be held on Friday 15 October 2021



CONTACT US

**Two Counties Trust
Sutton Road
Kirkby-in-Ashfield
Nottingham
NG17 8HP**

hr-team@twocountiestrust.co.uk

www.twocountiestrust.co.uk

<https://www.linkedin.com/school/two-counties-trust>

www.twitter.com/TwoCountiesT

