



Full Job Description

How would you like to be paid for five days but only work four*?

Our colleagues' wellbeing is at the heart of everything we do at OFG, so we're always looking for new ways to improve everyone's work/life balance. We're taking part in a trial of the 4-Day Working Week, meaning that you could be working one day less a week (or equivalent).

4DWW will be rolled out within our school, when we have a full complement of staff, and within the next year – so there's never been a more exciting time to join us #teamOFG!

Role: Assistant SENCO

Location: The Grange Therapeutic School, Knossington LE15 8LY

Hours: 37.5 hours per week, Monday to Friday

Contract: Permanent, Term Time only plus 5 days for training

UK applicants only. This role does not offer sponsorship.

About the role

The SENCO will ensure that Special Education Needs provision is effective and efficiently managed and that all legal and statutory requirements are met for students needing SEN.

The SENCO will work within a small team who have the responsibility to take on the day-to-day responsibility in the Education Team to provide professional guidance of SEN to teaching staff in order to maintain and increase a high-quality standard of teaching, to make good use of resources to improve standards and achieve positive outcomes for the students.

As part of a team, review, attend and lead EHCP reviews for pupils. Liaise with class teachers in advance of meetings to ensure up to date information is collected and collated. Liaise with multi-agency professionals, Headteacher and the Senior Leadership Team to ensure that all outcomes are updated, outcomes are shared with class teams and other key staff as well as external professionals.

Key task areas and responsibilities

- Liaise with parents/carers about pupil's needs and any provision made
- Work with the Senior Leadership Team to regularly review and evaluate the breadth and impact of SEND support the school offers or can access and co-operate with the LA in reviewing the provision that is available locally and in developing the local offer
- Work with the therapy team, teaching staff and SLT to identify patterns in the schools identification of SEN, both within the school and in comparison, with national data, and use these to reflect on and reinforce the quality of teaching
- Be a point of contact for external agencies, especially the LA and its supportive services, and work with external agencies to ensure that appropriate provision is provided
- Liaise with potential next providers of education to make sure that the pupil and their parents are informed about options and that a smooth transition is planned
- Plan and chair annual review meetings of pupils with Education, Health and Care plans and produce reports, ensuring that the SEND code of practice is complied with
- Ensure teaching staff have the most up to date EHCP's for pupils and that pupils are working towards the correct targets
- Attend multi-agency meetings as required
- Organise and chair termly ePEP's for all Looked After Children ensuring academic progress is being made in line with expectations
- Work within the SEN team to ensure appropriate termly targets are set for all pupils and track the progress of these to inform annual reviews

Why join Acorn Education?

Benefits

Your health and wellbeing are important to us, so you'll get an exceptional reward package including:

- Life Assurance
- Pension scheme with options to increase your contributions
- "Your Wellbeing Matters" – access to a wide range of first-class mental health support services and physical health checks

And a market-leading benefit offering through our Flexible Benefits Platform, Vista, enables you to choose the package that's right for you, including:

- A wide range of health, wellbeing, and insurance benefits
- 100's of discount options valid in the UK and abroad
- Cycle to Work Schemes
- Electric Car Purchase Scheme
- Critical illness cover
- Family Growth Support - *inclusive benefits package covering enhanced maternity and paternity leave, along with paid fertility treatment support.*

And that's not all, we place the outcomes of the pupils and vulnerable young adults in our services at the heart of everything we do, so you'll wake every day in the knowledge that your role will have a significant positive impact on the lives of others.

We are committed to the safeguarding and promoting the welfare of pupils and young people. All applicants will be subject to social media checks and successful applicants to a fully enhanced DBS.

Experience	Essential	Desirable
The skills and experience demanded of a successful teacher	✓	
A sound understanding of the complexity of special educational needs	✓	
The ability to build on good practice in the school	✓	
Experience of working with pupils with emotional & behavioural difficulties who may have challenging behaviour	✓	
Experience in working in a multicultural environment	✓	
Experience of managing staff		✓
Experience of working with SEND pupils	✓	
Skills		
Ability to work with a successful team	✓	
A calm and positive attitude to all aspects of school life	✓	
A caring and sensitive attitude towards pupils which values all individuals	✓	
Ability to foster a feeling of mutual respect in both adults and pupil	✓	
The ability to innovate, carefully plan and express ideas	✓	
A commitment to the implementation of an Equal opportunities policy	✓	
A commitment to safely managing the behaviour of vulnerable pupils	✓	
An ability to give effective feedback	✓	
Demonstrate good interpersonal skills	✓	
Good understanding of curriculum issues across the whole range of subjects in the national curriculum	✓	
Good communication skills	✓	
Knowledge and understanding of the Ofsted Inspection process	✓	
Qualifications and Training		
Qualified Teacher Status or equivalent	✓	
To have completed the SENCo qualification/willing to complete within 2 years	✓	
Additional qualifications in special educational needs		✓
Other		
Commitment to the values of the organisation	✓	
Driving licence and access to a car		✓