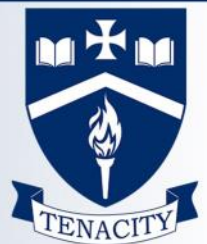


achieving **Success** for all



Candidate Information Pack
Deputy SENDCo



Welcome

Thank you for your interest in the post of Deputy SENDCo currently advertised at Churchdown. I thought it would be useful if I gave you a personal perspective of our unique school to help you to decide if this role is the right opportunity for you - a role where you would be happy, thrive and make a valuable contribution to our community.

Churchdown never stands still. Our school is part of the SSAT Leading Edge – a group made from the highest performing schools nationally. As a Leading Edge school, we are able to share the best educational practice. This means that we will never stand still as a school and always seek to improve.

Through working with the best educational leaders in the county, we have taken a number of excellent strategies which you will find in our school - such as ensuring teachers are under allocation to help ensure well-planned lessons, and adding more INSET days: we passionately believe professional practice is vital to our proud profession.

Similarly, if you visit some of the schools in our national network, you will also see elements of Churchdown in them – such as our simple strategies to achieve distraction free classrooms and our careers programme which has seen more Oxford and Cambridge candidates than ever before.

Working in this way has resulted in our student achieving excellent Progress 8 scores and value added at KS5 – results that put us in the top 4% of all schools nationally. Our attendance figures are also significantly above national figures. This is a headline we are particularly proud of; it tells us that the students value their school and value their time here.

Regardless of the position of responsibility we hold at Churchdown, all the staff are responsible for inspiring and encouraging those we work with; first and foremost, the students. Our goal is based not on focussing on what's standing in our way; it is about taking steps that will be positive and that will have a lasting effect on everyone around us. Collective actions from all of us are carried out with excellence every day for our students. As a result, we provide a school that allows every student to achieve far beyond what they even dreamt was possible.

Our students deserve the best and proudly I can say as headteacher that we aspire to give the best for our students. I know this because in our school are people who will care for them; want the best for them; will not allow them to fail; will make them feel part of something by calling them by their name and asking if they are ok today; help them succeed; provide a place where they can do their best and allow them to see a life they didn't know existed. Could that someone be you?

Indeed, if you are teacher who can have this impact for our students, we would certainly do all that we can to make you a permanent member of our school community.

I hope this is an insight which inspires you to apply for the post of Deputy SENDCo. Please do call the school to speak with me so you can decide if Churchdown really is a place you can develop your career. It would be my pleasure to tell you more about our school, discuss this role and find out more about you.

David Potter



Headteacher

Working at Churchdown

School Curriculum

We believe in every student's right to a broad and balanced curriculum which allows them to be culturally rich, curious and accomplished individuals, with the ambition and opportunities to shine in adult life.

We take every opportunity to ensure that all students, regardless of ability, make the best progress possible and achieve the highest possible standards in subjects and qualifications. We strive to narrow the gaps in achievement and enable those not achieving age-related expectations to catch up with their peers.

Curriculum Organisation

We deliver the National Curriculum to all students at 11-16 to develop a broad and balanced diet of learning. At Key Stage 3 (Years 7 - 9) the school curriculum consists of core subjects: English, mathematics, science; and non-core subjects: modern foreign languages, design technology, ICT, history, geography, art, music, drama and physical education; PSHE (including sex education) and learn to learn.

At Key Stage 4 (Years 10 – 11) the school curriculum consists of compulsory subjects: English language and English literature, mathematics, science and physical education and a broad range of academic and vocational courses leading to external qualifications. In Key Stage 4 the students also take part in prep lessons that are used for focussed independent study. At Key Stage 5 (Sixth Form) the school curriculum consists of a broad range of courses leading to external qualifications.



Our School Mission and Purpose

Our mission is to be a school where student development and learning are at the centre of everything we do. Students are expected to strive for personal excellence and demonstrate a commitment to learning as they fulfil their potential. Our community is a nurturing and caring one where students are encouraged to show compassion, friendship and support towards one another. We aim to provide an education which is fully inclusive, where every child is valued for who they are and who they can become.

At Churchdown School the education we provide is guided by values of integrity, resilience, respect, ambition and friendship. These values are particularly important to us as we develop the students into lifelong learners and prepare them for a life beyond school.



Teaching and Learning

This is what we are all about! We pride ourselves in having the highest expectations and, collectively, we constantly strive to provide excellent opportunities and fantastic progress for all of our students, regardless of ability. Furthermore, we recognise that students excel when lessons are positive, relevant and stimulating, and these expectations are only possible when there are high quality relationships between staff and students.

As our aim is to provide our students with the highest quality of teaching and learning in every lesson, this is the focus of all our energies. As a school we do everything in our ability to support each member of staff to achieve excellence. We provide training, support and guidance so that everyone has a clear understanding of what outstanding learning looks like, and more importantly, the tips and strategies to help facilitate this.

Successful schools operate an 'open door' policy with regard to the experiences which take place throughout the school day. Visible leadership from all members of the school leadership team is paramount to supporting every member of staff to provide our students with an exceptional experience at Churchdown. Consequently, staff are visited on a regular basis. The purpose of this is to provide opportunities to see/ share good practice and to fully support staff.

Working as part of the Learning Support Department

Applications are sought from enthusiastic, caring and dedicated individuals committed to helping young people of all abilities to aim high and reach their full potential. The Learning Support Department at Churchdown School is a well-established and dynamic team comprising of teachers and learning support assistants who share a passion for enabling young people discover their strengths and thrive. We support students in all areas of the school curriculum with all aspects of their learning, as well as providing opportunities for them to develop their social skills and emotional well-being.





Leadership at Churchdown

The challenge of leadership is to create a sense of purpose for an organisation and to equip those within the organisation with the means to pursue that purpose. The leader must lead from the front. Of course, there's a place for all sorts of leaders; there are plenty of introverts and reflective types who become successful leaders by creating systems and procedures which ensure operational efficiency. There are others who are extrovert and more comfortable maintaining a presence around the school offering suitable challenge and support to all stakeholders. Whilst leadership is too multidimensional for a 'one size fits all' approach; at Churchdown we only appoint leaders who have a strong core purpose, are able to win the hearts and minds of stakeholders, are professional, optimistic in all situations and are able to operate strategically whilst coping with the day to day demands of leadership.

We are extremely fortunate to have very strong leaders at all levels at school. Nothing is too much for anyone as they strive for distinction whilst making the school the best it can be for the students. Senior Leaders are influential in the strategic direction of the school and are a significant presence daily, ensuring the smooth running of the school and offering support to staff. Talented and committed Middle Leaders, who lead their teams with skill and drive, ably support Senior Leaders in achieving the school's goals.

Our Commitment to Your Career

Opportunities for staff development are varied and extensive. Staff joining us early in their career will be given a mentor or coach and we are proud to be a delivery partner for the Best Practice Network which means we support Early Career Teachers from across the region. As teachers grow in their experience, the offer for personalised CPD grows with them. From nationally-recognised leadership qualifications such as the Specialist NPQs, NPQSL and NPQH, to bespoke coaching and subject development TeachMeets, there really is something for everyone. The school is committed to sharing best practice and therefore has a strong school-to-school focus working with a range of secondary and primary schools, locally and nationally, to offer opportunities for staff at all schools. We meet every Monday as a collective body of staff for training to allow us all to continue to develop our own teaching practice. Ultimately, we recognise that great schools 'look after' their staff and it is without a doubt a key priority to ensure that we challenge and support staff in a nurturing environment to be the best they can be.

Why Churchdown?

Employee Benefits

- Electric Car Salary Sacrifice Scheme
- Onsite parking and cycle storage
- Cycle-To-Work Scheme
- Free Flu Vaccines
- Free access to school fitness suite
- Dry cleaning delivery service
- On site car valet service
- Family-focused leave
- Discounted Nuffield Health gym membership
- Comprehensive Employee Assistance Programme
- Free onsite financial advice clinics

Teacher Benefits

- Simple structures and systems
- All teachers teach below standard allocation
- No written reports
- Strategically planned INSET to support PPA
- No marking policy



JOB DESCRIPTION AND CONTRACT DETAILS

JOB TITLE

Deputy SENDCo

SALARY SCALE

MPS + TLR 2.3 : £7,847 per year

LINE MANAGER

Head of Learning Support (SENDCo)

RESPONSIBILITIES

To support the SENDCo to provide strategic leadership and management in all aspects of inclusion and ensure that all SEND students, are appropriately identified, supported, and challenged to achieve their potential in all aspects of school life. While this role does entail a teaching responsibility, we are committed to appointing the right person above a teacher with a particular subject specialism.

As a Deputy SENDCo

Supporting the SENDCo in promoting a whole school approach to raising the academic achievement of students with special educational needs and removing barriers to learning by:

- Raising awareness of the needs of SEND students and promoting a whole school approach to supporting students with special educational needs;
- Working with a range of staff and other professionals to ensure the early identification of students with special educational needs;
- Working with key staff to analyse performance data, implement appropriate interventions to support the needs of SEND students and secure progress;
- Planning and delivering high quality professional development that promotes strategies to support quality first teaching and secures a highly effective, whole school approach to SEND provision;
- Implementing effective quality assurance measures for SEND provision;
- Supporting and contributing to multi-agency meetings, annual reviews, individual student plans and passports;
- Working with outside agencies and other professionals such (e.g. ATS and EP service) to secure appropriate and timely support for SEND students;
- Creating a positive and supportive environment for all students including those with SEND by ensuring that all students have access to quality first teaching;
- Fostering effective links between home and school to help the raise achievement of students with special educational needs;
- Maintaining a strong knowledge of the SEND Code of Practice and school policies, including the completion of, or a commitment to gaining, an accredited SENDCo qualification (NASENDCo or NPQSENDCo).

As a classroom teacher

Planning and teaching high quality lessons within your subject, working hard to achieve success for all in your classroom.

- To undertake any and all duties as laid out in the School Teachers' Pay and Conditions Document and meet the professional Standards for Practising Teacher;
- To plan and prepare lessons, schemes of work and assessment materials;

- To teach, according to their educational needs, students assigned to allocated classes, utilising key skills as appropriate;
- To ensure positive behaviour management in accordance with agreed school policies, including the administration of rewards;
- To set homework in accordance with agreed whole school and departmental policies;
- To monitor and assess student performance so that targets can be set for individual student improvement;
- To report to parents in accordance with the whole school policy;
- To take registers for each lesson;
- To contribute to departmental meetings, discussions and management systems necessary to coordinate the work of the department and integrate this into the work of the whole school;
- To participate in the Performance Management Review cycle as per the school policy.

As a form tutor

- To take the register each morning session;
- To provide general support and guidance to students and monitor performance in accordance with the school's policies;
- To monitor students' attendance and conduct and liaise with Heads of Year, Heads of School and Attendance Officer;
- To liaise with parents regarding issues as they arise;
- To complete student reports in accordance with the schools policy on Assessment and Reporting;

Other

- To undertake any other duties, commensurate with the grade, as requested by the Headteacher;

Personal Specification

The successful candidate must:

- enjoy working with young people;
- be committed to providing students with a first-class education;
- be fully committed to supporting the core purpose of the school as outlined in our Mission Statement;
- have the potential to be an 'outstanding' classroom practitioner;
- have personal integrity and the drive to do what is best for the students;
- have a good honours degree (subject specific);
- have knowledge and understanding of recent developments in high quality teaching;
- be a team player;
- be proactive;
- have the capacity to work hard and under pressure;
- be a motivator;
- be a good communicator;
- have strong numeracy and literacy skills;
- have good ICT skills;
- have ambition; and
- have a sense of humour!

Employment is subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS). Churchdown School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We welcome applications from all sections of the community irrespective of race, gender, sexual orientation, disability, religion or age. As part of our shortlist process, Churchdown School Academy may carry out an online search on shortlisted candidates.

