**Job Description**

**Position:** Trust SENDCo

**Salary Range:** Leadership

**Reporting to:** Executive Headteacher Highfield Academies

**Location of this position:** ALT schools in Cambs and Suffolk

**Overall Scope of the role:**

To support the promotion and development of inclusive learning and teaching across all Active Learning Trust academies for learners with SEND

**Key Responsibilities:**

The Trust SENDCo will provide essential support to the Executive Headteacher for Highfield Academies in order to enhance the learning experience for learners with SEND across the Trust.

Specific responsibilities will be to:

1. Contribute to the development of Trust-wide policy and practice
2. Provide support to academies through the delivery of specialist SEND training
3. Provide challenge to academies through regular audits of provision and follow-up support as appropriate
4. Support SENCO development in leading SENCO / PP Coordinator Cluster meetings
5. Contribute to Trust-wide CPD to enhance teaching and learning for SEND learners
6. Contribute to the further development of Trust-wide projects and research development
7. Represent the Trust at regional conferences and events
8. Provide advice, guidance and practical strategies to teachers and SENCO's across Primary, Secondary and Special academies, ensuring a timely response to requests for support
9. Liaise with external agencies, as appropriate, to ensure a collaborative approach to inclusion
10. Ensure that the Trust’s Inclusion policy and related policies and procedures are followed and adhered to

This is an exciting new role; the successful candidate will exhibit high levels of professional standards and be an active contributor to a growing culture of constant, rapid improvement

**Person Specification**

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| **Knowledge/Qualifications and Experience** | **Essential** | **Desirable** |
| Qualified Teacher Status  | Y |  |
| SENCO Award or the willingness to study towards gaining it | Y |  |
| Knowledge & understanding of barriers to learning for learners with SEND, disadvantaged and other vulnerable groups | Y |  |
| Knowledge and understanding of relevant evidence-based research  | Y |  |
| Previous experience of raising standards for vulnerable groups of learners  | Y |  |
| Working knowledge of current educational legislation and guidance; particularly that relating to SEND, Pupil Premium and behaviour, including exclusions  | Y |  |
| Able to demonstrate and recognise outstanding teaching  | Y |  |
| Experience in providing peer support and development | Y |  |
| Ability to secure positive relationships with a range of stakeholders, including Principals and external agencies  | Y |  |
| Experience in monitoring and evaluating standards of teaching and learning  | Y |  |
| Ability to interpret and analyse data  | Y |  |
| Experience of delivering training  | Y |  |
| Excellent communication skills; both written and oral  | Y |  |
| Ability to work to tight deadlines, when necessary  | Y |  |
| Willingness to undertake further training and development, as necessary  | Y |  |
| Willingness to travel | Y |  |
| Experience across Primary, Secondary and Specialist phases  |  | Y |
| Evidence of further training and professional qualifications appropriate to the role  |  | Y |
| Experience of presenting / speaking to a range of audiences  |  | Y |
| Specific experience / expertise in at least one area of SEND, such as SLCN  |  | Y |
| Experience in supporting and accelerating progress for learners with EAL  |  | Y |

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|  | **Essential**  | **Desirable**  |
| Qualified Teacher Status  | \*  |
| Knowledge and understanding of barriers to learning for SEND, disadvantaged and other vulnerable learners  | \*  |
| Knowledge and understanding of evidence-based research  | \*  |
| Have previous experience of raising standards for vulnerable groups of learners  | \*  |
| Working knowledge of current educational legislation and guidance; particularly that relating to SEND, Pupil Premium and Behaviour, including Exclusions  | \*  |
| Outstanding teacher, experienced in providing peer support and development  | \*  |
| Ability to secure positive relationships with a range of stakeholders, including Principals and external agencies  | \*  |
| Experience in monitoring and evaluating standards of teaching and learning  | \*  |
| Ability to interpret and analyse data  | \*  |
| Experience of delivering training to teachers and associate staff  | \*  |
| Excellent communication skills; both written and oral  | \*  |
| Ability to work to tight deadlines, when necessary  | \*  |
| Willingness to undertake further training and development, as necessary  | \*  |
| Willingness to travel, with some overnight stays expected  | \*  |
| Experience across Primary and Secondary phases  | \*  |
| Evidence of further training and professional qualifications appropriate to the role  | \*  |
| Experience of presenting / speaking to a range of audiences  | \*  |
| Specific experience / expertise in at least one area of SEND, such as SLCN  | \*  |
| Experience in supporting and accelerating progress for learners with EAL  | \*  |
| SENCO Award  | \*  |