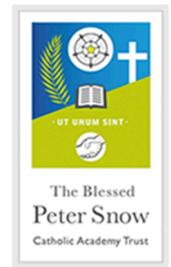


Holy Spirit Catholic Primary Academy  
Part of the Blessed Peter Snow Academy Trust  
Bath Road, Heckmondwike WF169EA  
Tel: 01924 400820  
Email: office @holyspiritprimary.co.uk



Head Teacher: Claire Bass

**SENDCO- MPS/UPS 2.5 Days Per week,( Non- Teaching Role)  
To start September 2023 (or as soon as possible)**

We are looking to appoint a SENDCo. This role is for a talented and ambitious existing SENDCo, or a talented or ambitious teacher who is looking for the next step in their career development.

If you are experienced, hardworking, motivated, inspirational, and passionate about teaching and want to join our school at an exciting time, then we would like to hear from you.

We are looking for someone who:

- Is a practising Catholic or willing to support the Catholic ethos of our school
- Is an outstanding practitioner, or who wishes to develop outstanding practice
- Leads in key areas across the whole school, including being the School SENDCo and work as part of the safeguarding team. Be willing to undertake DSL training.
- Leads on all SEND needs in the school and through training etc.
- Will be instrumental in creating a school that excels in providing for children with additional needs
- Has the NASENCO award or be willing to undertake that study
- Has a love of learning and high expectations of children's achievement and behaviour
- Has excellent communication, interpersonal and organisational skills
- Is a strong team player who will work in partnership with staff, Academy Council, parents and the wider community

We can offer:

- A warm and welcoming school and parish community
- Enthusiastic pupils who are eager and ready to learn
- A highly motivated and supportive staff team
- An excellent programme of Continuing Professional Development
- Enthusiastic and supportive parents
- A committed Academy Council who support all aspects of the school

Visits to the school are warmly welcomed, by appointment. To arrange a visit or to obtain an application pack, please contact the school office on 01924 400820 or email office@holyspiritprimary.co.uk

The school is committed to safeguarding and promoting the welfare of children. The successful candidate will undergo an enhanced DBS check and a range of other recruitment checks.

Closing date for applications: Friday 16<sup>th</sup> June 2023 Interviews: Week Commencing 26<sup>th</sup> June 2023

**Building God's Kingdom of Peace, Love and Justice**

## **SENDCo- Person Specification**

We will make selection decisions based on the criteria outlined below. At each stage of the process, the appointment panel will make an assessment to determine the extent to which candidates meet the criteria. When completing your application form and supporting statement, you should ensure that you address each of the selection criteria and provide supporting evidence of how you meet the criteria through reference to work or other relevant experience.

### **Educational qualifications and training**

- Qualified teacher status
- Evidence of Continuing Professional Development including SEND
- National Award for SEN Co-ordination (being prepared to train for this would be perfectly acceptable for a candidate with relevant teaching experience).

### **Skills and abilities**

- Skills to lead and support staff and monitor and evaluate provision
- Good organisational and time management skills

### **Have the ability to**

- Lead the quality of teaching and learning & SEND
- Use effective strategies for behaviour management including experience of STEPS
- Communicate effectively and sensitively with a wide variety of children, parents, the local community, governors, staff, local authority representatives and other agencies
- Demonstrate consistently good or outstanding classroom practice, including confident use of IT
- Maintain confidentiality

### **Experience**

- An excellent teacher with a proven track record in the classroom or an existing SENDCo with a proven track record of improving provision for pupils with SEND
- Have implemented whole school initiatives
- Have had effective involvement with parents and governors

### **Knowledge**

- Commitment to the SEND Code of Practice and understanding of the local offer
- An understanding of assessment and reporting systems for feeding back on pupil's progress
- Knowledge of techniques/systems for helping pupils with differing needs and most importantly the willingness to research and take on the most effective and impactful new ideas and methods
- Understanding of children with special educational needs
- Knowledge of, and commitment to inclusive practice and equal opportunities

### **Safeguarding**

- Has up-to-date knowledge of relevant legislation and guidance in relation to working with, and the protection of, children and young people
- Displays commitment to the protection and safeguarding of children and young people

### **Personal Qualities**

- Inspirational, creative and caring
- Self-motivated and well organised
- The ability to engage with and support parents in helping their children
- Excellent communication skills with pupils, their parents/carers and with staff
- Able to work with and inspire a team
- Sensitivity
- Enthusiasm, commitment and a sense of humour