



The Blessed Peter Snow

Catholic Academy Trust

JOB DESCRIPTION

DIRECTOR OF SEND

Term: 0.4 FTE term time only

Salary: Competitive

Reports to the CEO

Based at the BPS Central office with travel to the Trust Academies

JOB PURPOSE

To support the progress of all pupils, including those who are disadvantaged and those with Special Educational Needs and Disabilities, through effective high quality Trust wide SEND strategy.

- To develop and provide strategic oversight of SEND across all The Blessed Peter Snow Academies
- To provide high quality support and challenge to SENDCos within individual academies.
- To work with the Education Directors in ensuring the quality of education across all of our academies is at least good.
- Shape and drive the Trust's strategic objectives at a senior level.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

1 Core purpose

- 1.1 Develop, in partnership with stakeholders, a trust wide strategy for SEND and report the impact of this to trustees.
- 1.2 Provide regular challenge and support for Senior Leaders within the Trust, holding them to account for the performance of their academies, including overseeing their performance development.
- 1.3 Create and lead networks for SEND Leads, growing capacity, identifying and sharing excellent practice.
- 1.4 Work with the Directors of Education to ensure best practice for all learners in individual academies.
- 1.5 Along with the Directors of Education and Senior Leaders in schools ensure the progress of all pupils, including those who are disadvantaged and those with Special Educational Needs and Disabilities, through effective high quality first teaching.
- 1.6 Work with academies on developing appropriate local alternative provision.

- 1.7 Lead and support quality assurance procedures across the Trust.
- 1.8 Develop a holistic understanding of the needs of all academies through quality audit and monitoring activities including observations of teaching and learning and listening to pupils.
- 1.9 Analyse academy performance, diagnose issues, broker support, monitor impact and build outstanding leadership capacity within academies.
- 1.10 Use an excellent understanding of current educational issues and legislation to ensure the trust is kept at the forefront of national agendas.
- 1.11 In the case of academies that are causing concern or facing challenging circumstances identify the root causes of underperformance, supporting improvement plans that measure the impact of leaders actions are ambitious, sharp and focused on key priorities.
- 1.12 Build the individual academy's capacity to improve and sustain those improvements.
- 1.13 Highlight concerns and make recommendations for solutions where improvement is not rapid enough.
- 1.14 Prepare the academy in a highly effective way for their next Ofsted inspection, ensuring self-evaluation is focused and rigorous.

This appointment is with the Trust as employers. The job description forms part of the contract of employment of the person appointed to this post. It reflects the position at the present time only and may be reviewed in negotiation with the employee in the future. The appointment is subject to the terms and conditions outlined in the contract of employment

PERSON SPECIFICATION

			Assessed by:	
No	CATEGORIES	Essential/ Desirable	App Form	Interview/ Task
QUALIFICATIONS				
1.	Educated to a degree level or equivalent.	E	✓	
2.	Qualified Teacher Status (QTS)	E	✓	
3.	National Award for Special Educational Needs Coordinator	E	✓	
KNOWLEDGE & EXPERIENCE				
4.	Experience of working as a SENDCO in an education environment	E	✓	✓
5.	Experience of leading staff successfully, including holding staff to account	D	✓	✓
6.	Successful experience as a teacher able to provide evidence of successful outcomes in terms of student progress and attainment	E	✓	✓
7.	Experience of developing departmental wide strategies to raise attainment and improve progress	E	✓	✓
8.	Experience of successful contribution towards school self-evaluation	D	✓	✓
9.	Experience of identifying, monitoring, evaluating and providing effective strategies for students with SEND	E	✓	✓
10.	Knowledge and understanding of the SEND Code of Practice	E	✓	✓
11.	Up to date knowledge and understanding of pedagogical and curriculum strategies	E	✓	✓
12.	Awareness of current best practice in SEND and the ability to demonstrate this to others	E	✓	✓
13.	Ability to develop strategies for raising the achievement of students with SEND	E	✓	✓
14.	Ability to analyse data to track and monitor student learning and achievement	E	✓	✓
SKILLS & CAPABILITIES				
15.	Excellent communication skills and the ability to develop strong professional relationships	E	✓	✓
16.	Ability to organise work, prioritise tasks, make decision and manage time effectively	E	✓	✓
17.	Able to delegate effectively and manage the performance of others	E	✓	✓

PERSONAL ATTRIBUTES				
18.	A commitment to safeguarding and promoting the welfare of children and young people	E	✓	✓
19.	Flexible and able to use own initiative	E	✓	✓
20.	Able to secure the trust and confidence of staff, Governors, and external organisations	E	✓	✓
21.	Personal integrity and a commitment to fairness and equality	E	✓	✓
22.	Demonstrable leadership qualities and the ability to gain confidence and professional respect from team members	E	✓	✓