

Applicants Pack



**SEN Resource Development Technician
Required ASAP
Grade 6**

**Fixed Term Contract (1 year in the first instance)
30 hours per week, term time only + 5 extra days**

Moor End Academy
Dryclough Road
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Principal Designate: K. Rafiq

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‘A word from the Principal’

Dear Applicant,

Firstly, thank you for showing an interest in applying for a post at Moor End Academy. We hope after reading through the applicants pack that you will decide to apply.

This is a new post and is one that we believe can deliver quality support for our students and families in order to have a positive impact on academic and wider outcomes.

Moor End is an academy converter and converted to an academy as an 'outstanding school' in August 2011. Before this the academy was a technology college for over ten years, and this grounding in technology still forms a strong part of curriculum and student experience.

Our school improvement journey is always determining new destinations and looking for new horizons. Our students are amazing; they have a thirst for learning, have fantastic relationships with staff and therefore attendance at school is high. We resource our subjects well, both with teachers and associate staff and the learning environment is a key element in student achievement.

We celebrated our 40th anniversary in 2012 and 'Moor Enders' from far and wide made contact and wanted to let us know, how the school and staff had influenced their lives. We really are making a difference.

I am sure you will read our Ofsted report, but for me the paragraph that sums us up is;

'Moor End Academy is outstanding. The very strong promotion of students' spiritual, moral, cultural and social development, ensures that they thrive in the supportive and highly cohesive learning community. High aspirations, outstanding teaching and the rich curriculum results in outstanding achievement for all.'

As a staff, we are highly committed to staff improvement and development, if you choose to apply, you will receive excellent induction to our systems, structures and expectations.

Please enjoy reading further and we look forward to welcoming you to Moor End.

Yours sincerely

Mr Kash Rafiq
Principal Designate

Moor End Academy

Moor End is a converter Academy that opened on 17th August 2011. We converted as an outstanding school. Prior to this we were a community school. Moor End is also recognised as a Teaching School and a National Support school. Our CEO, Jane Acklam is a National Leader of Education. Under these designations we play a leading role in the training and professional development of teachers and contribute towards the raising of standards across the school system through school to school support.

The Academy draws the majority of its admissions from the local area. We are held in high regard locally and regionally. The Academy's mission is for all young people at Moor End to overcome their individual barriers to learning whilst enjoying and achieving highly. Attendance at the Academy is above the national average and attitudes to learning are very positive.

We are an 11-16 mixed comprehensive Academy with over 900 students on roll. Our current capacity is 1000. In 2015, Woodside Pre School opened in the grounds of Moor End Academy. Woodside Pre School serves 2-4 year olds and has a 36 place setting. In January 2016, it was rated as 'Good' by Ofsted, with the inspection report stating 'Children of all abilities make good progress from their different starting points. They are eager to take part and are well prepared for the next steps in their learning.'

Campus development at our Dryclough site continues to be an exciting development, with Beaumont Primary Academy opening its doors for the first time in September 2016. This primary provision can accommodate up to 90 places this year. For more information please see www.beaumontprimary.org.uk

We serve a highly deprived area of Huddersfield. Over 70% of our students come from ethnic minority backgrounds and we usually have around 10% of our cohort who are either new arrivals to the country, asylum seekers/refugees or other foreign nationals. 49.4% of our students have a language that is not English. 38% of our students start education at Moor End Academy as lower attaining students, yet when they leave they, over two thirds make better than national average progress by the time they leave. Eleven years in formal education should not be wasted. The majority of our learners stay in education post 16 at the further education colleges within Huddersfield.

Moor End is an award winning Academy and has continued to be recognised by Ofsted as 'outstanding'. We have good and often invaluable support from parents.

The Academy is an accredited 'Thinking School', the first to be awarded this status in the UK. We have worked closely with the Edward de Bono Foundation UK and Manchester Metropolitan University to become 'An Edward de Bono Foundation UK Centre of Serious Creativity and Constructive Thinking'. Our vision is to become a world class centre of excellence for teaching and learning by 2015. Ofsted quote 'The teaching of thinking skills have a distinctive contribution to the quality of learning'

At Moor End we have the secondary resourced provision for students with visual impairment, with a capacity for 12 students. We have Educational Teaching Assistants in all faculties who support teaching and learning in its widest sense and Faculty Clerical Officers in all faculty areas too.

Moor End Academy was designated as a National Teaching School in April 2013. It works with over 60 Secondary, Primary and Special schools. The teaching school offers training, support and a range of opportunities for staff throughout their career, from initial training through to leadership roles. The alliance has over 40 SLE's – Specialist Leaders of Education and is the lead school for newly qualified teacher induction of which over 50 are registered with us for 2016/17. See www.penninealliance.org for more information.

South Pennine Academies



South Pennine Academies Trust has grown from strength to strength with eight primary and secondary schools that have shared vision of:

- *Strong and effective leadership*
- *High performing staff*
- *Successful students*
- *Engaged community*

South Pennine Academies believe in school improvement through a partnership model; this brings expertise and capacity to the school improvement agenda. Whilst Moor End Academy retains its own characteristics and ethos, it benefits immensely from school partnership working. The shared working provides exceptional cross phase, subject to subject and leadership development opportunities to staff across the trust. You can expect the highest quality professional development at not only Moor End Academy, but also trust wide.

For more information visit <http://www.southpennineacademies.org/>

Dryclough Campus

Campus development at our Dryclough site continues to be an exciting development, with Moor End Academy just one part of a vibrant campus, which includes;

Woodside Pre School - this serves 2–4 year olds and is a 36 place setting. In January 2016, it was rated as 'Good' by Ofsted. For more information please see <http://woodsideps.org.uk/>

Beaumont Primary Academy - the country's first Presumption Free School, opened its doors for the first time in September 2016. This primary provision currently accommodates up to 90 places this year. A new state of the art school building will open its doors in September 2018 with a capacity eventually for up to 630 children. For more information please see www.beaumontprimary.org.uk

Huddersfield Horizon School Centred Initial Teacher Training (SCITT) - "Huddersfield Horizon" teacher training base is situated on the Dryclough campus. For more information please see <https://huddersfieldhorizon.com/>

Moor End Academy

Becoming a SEND Resource Development Technician at Moor End Academy

Moor End Academy's SEND Resource Development Technician is a crucial part of our team in supporting students with Special educational needs access the curriculum.

The role involves working with key staff from the SEND team and those from the wider staff to adapt resources to ensure access to the curriculum and ultimately supporting good progress and outcomes for students. The post holder will be able to assist curriculum areas to make it possible for more ambitious learning activities to be used in the classroom for all students.

We are seeking to appoint a SEND Resource Development Technician who is passionate about education and understands the importance of students receiving excellent teaching and support to achieve their potential.

The successful candidate will join a team of staff working at this Outstanding Academy and will be part of our Special Educational Needs team supporting students with a range of special educational needs.

Our current Special Educational Needs team is both skilled and willing to develop professionally in order to meet the demands of our cohort. As a member of this team there will be a range of professional development opportunities available to develop you through both internal and external training.

Please ensure that you outline your suitability, SEN expertise and/or areas of interest within special educational needs within your supporting statement.



The members of staff within our Special Educational Needs team will work closely with the Special Educational Needs Co-ordinator (SENCo), Senior SEN ETA and other SEN staff to ensure they are informed of the learning needs of the students they are working with and how these students can be supported effectively.

Why join the SEN team?

The SEN Department at Moor End Academy is a fantastic place to work. The purpose of this new exciting role is to further enhance the quality of provision for students with SEN, in liaison with the SENCO and Senior Leadership Team.

The Special Educational Needs Department at Moor End Academy works with students from Year 7 to 11. Students at MEA with SEN are educated with a proactive approach to inclusion and are encouraged to be part of the whole Academy community. Student SEN's generally fall under 4 categories:

- Cognition and Learning
- Behaviour, Emotional and Social
- Sensory and/or Physical
- Communication and Interaction

Students are provided with a wide range of interventions from the SEN Team, including:

- Read Write Inc: this is a phonics based programme aimed at enabling students to progress with literacy skills
- Catching up with Numeracy: this identifies students difficulties in numeracy and aims to help students 'catch up' to Level 3 in Numeracy
- Movement Group- This programme promotes and encourages fine and gross motor skills, specifically designed for students with dyspraxia.

Our curriculum is driven by creativity. The Academy is accredited by the Edward De Bono Foundation as an official Centre for Creative and Critical Thinking and these skills are at the centre of our teaching. Students love their learning and they respond positively to our imaginative and stimulating approach. This year we have introduced a small Nurture Group for our lowest attaining Year 7 students. We have developed a programme of study that is project based, which focus' on literacy, numeracy and social skills.

We are always looking to evolve and work in partnership with faculties to share expertise, skills, experience and instill confidence in all staff across the Academy. Your role will involve creating specialist resources for our students and working closely with the SEN team, so that students with SEN are fully involved in the curriculum. If you want to be part of a vibrant, successful and creative team who are not afraid to take risks, then we'd love to hear from you.

Local Information

Huddersfield is a large market town in the Metropolitan Borough of Kirklees, in West Yorkshire, England, halfway between Leeds and Manchester. It lies 190 miles north (310 km) of London, and 10.3 miles (16.6 km) south of Bradford, the nearest city.

Moor End Academy is easily reached from Barnsley (18 miles), Penistone (13 miles), Holmfirth (6 miles), Wakefield (15 Miles), Bradford (15 miles), Oldham (17 Miles), Rochdale (22 miles), Hebden Bridge (16 miles), Halifax (10 miles), and Leeds (20 miles). Moor End is just a few miles south of the town centre.



Huddersfield is near the confluence of the River Colne and the River Holme. Located within the historic county boundaries of the West Riding of Yorkshire, according to the 2001 Census it was the 10th largest town in the UK and with a total resident population of 146,234. The town is known for its role in the Industrial Revolution, for being the birthplace of rugby league and birthplace of the British Prime Minister, Harold Wilson.



Within our own catchment is the breathtaking, Beaumont Park that was bequeathed to the town in the 1880s, by the Henry Ralph Beaumont ('Beaumont's of Whitley' estate) and was opened on 13 October 1883, by Prince Leopold, fourth son of Queen Victoria, and his wife Princess Helena of Waldeck and Pyrmont (The Duke and Duchess of Albany). It is a fine example of a Victorian era public park with water cascades, bandstand and woodland. The academy has a working relationship with the Friends of Beaumont Park.



Huddersfield is a town known for sport, home to the rugby league team, Huddersfield Giants, founded in 1895, who play in the Super League and the recently promoted Premiership football team Huddersfield Town F.C., founded in 1908. Many of the staff are keen supporters. The town is also well known for excellent cycling facilities around the local area and many cycle lanes. Tour de France 2014 came to Huddersfield during the second stage, which was 125 miles long, including perhaps the most famous climb in British cycling - up Holme Moss, near Huddersfield. It also passed through Holmfirth, famous as the location of the long-running BBC comedy Last of the Summer Wine. The town is home to the University of Huddersfield and the sixth form colleges Greenhead College, Kirklees College and Huddersfield New College. Huddersfield is a town of Victorian architecture and beauty. Huddersfield railway station is a Grade I listed building described by John Betjeman as 'the most splendid station facade in England' second only to St Pancras, London. The station is less than 2 miles from the Academy.

Local Estate Agents

There are many estate agents and letting agents in Huddersfield, a simple Google search will easily give you an idea of rental or property prices in the area.

Banks

Many of the national banks and building societies have branches not only in the town centre but also in many of the outlying village areas. And.... Finally shopping! The town hosts a range of shopping experiences from a haven for independent shopping, Byram Arcade which is the town's oldest Victorian arcade and a great place to visit. It is spread over three floors, in the heart of the town centre and home to specialist shops selling fashion, vintage, arts, crafts, and gifts, plus several cafés. To, the Kingsgate Centre, undercover shopping with all the expected high street brands. The full range of supermarkets and a market are also available in the town.

The Selection Process

How to Apply

Thank you for taking time to read and digest our information. If you wish to apply for the post of **SEN Resource Development Technician** at Moor End Academy then you should;

- Follow the link to complete the online application form.
- Complete the application form fully, ensuring all details are accurate and all declarations are signed. Please ensure you enclose two professional referees with one being your current employer (with email addresses if possible).
- **CVs ALONE WILL NOT BE CONSIDERED.**
- Ensure you fully complete the relevant skills and experience section of the form, addressing the key characteristics and experiences outlined in the person specification and the unique contribution that you could make to the future success of Moor End.
- Submit your application by **9am on Monday 23rd April 2018**. *Late applications will not be considered.*

Timetable for the selection process

- Closing date for applications: **9am Monday 23rd April 2018**
- Short listing: **w/c 23rd April 2018**
- Invitation to interview by telephone: **w/c 23rd April 2018**
- Confirmation by e-mail: **w/c 23rd April 2018**
- References requested: **w/c 23rd April 2018**
- Interview Date: **TBC**

If you have not been contacted within the timescales outlined above, we regret that you will not have been offered an interview on this occasion and feedback from paper applications is not provided.

Please note: Visiting the School

To ensure a fair process we will not be offering tours or visits to the school prior to short listing. The opportunity to tour the school etc will form part of the interview process.

Successful applicants will be required to undertake a Criminal Record Check via the DBS. The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Moor End Academy

JOB DESCRIPTION

SEN Resource Development Technician

Grade 6, 30 hours term time only + 5 days

ABOUT THE ROLE

This post is in the SEN Team within our Academy which provides support for students with Special Educational Needs.

This role is required to work as part of a team including teachers, other support staff and a range of other professionals to support the learning and welfare of all targeted students. The role includes providing practical support for learning and educational activities, developing students' social skills, supporting integration and transition and securing students' physical and emotional well being, whilst raising their self-esteem and encouraging independence.

Under the direction of the Senior ETA (SEN) you will be responsible for creating and adapting effective resources for the varying needs of SEN students. Strong creative and technical skills are required and the need for forward thinking and being up to date in relevant technology is crucial. This role may also involve support on a one to one and small group basis either in or out of the classroom or SEN base.

Outcomes - Generic

- Individuals and groups of students are supported so that they are able to engage in all learning activities as a result of staff effectively planning, delivering, communicating and working with them
- Teaching resources are researched, selected and prepared that meet the diversity of students' needs and interests
- Information Communication Technology (ICT) is used effectively to support access and to enable learning activities
- Students' competence and confidence is increased as a result of staff encouragement and feedback
- Students' records of progress, attendance and attainment – including observations, target setting and review notes, are maintained and analysed in order to evidence interventions, actions taken, value added and successes
- Relevant training and development/performance management to improve practice, through observation, reflection, evaluation and discussion with colleagues, is participated in as required by the Principal.
- The Academy's policies are adhered to and applied consistently
- Other duties and responsibilities of an equivalent nature are undertaken, as may be determined by the post holder's supervisor from time to time, in consultation with the post holder

MISCELLANEOUS

You will be expected to carry out your duties in line with the School's policies, procedures, and any relevant legislation. You will be made aware of these in your appointment letter, statement of particulars, induction, ongoing performance management and development and through Academy communications.

As part of your wider duties and responsibilities you are required to promote and actively support the Academies responsibilities towards safeguarding. Safeguarding is about keeping people safe and protecting them from harm, neglect, abuse and injury. It is about creating safe places, being vigilant and doing something about any concerns you might have. Safeguarding relates to everyone who may be vulnerable, not just the very old and the very young.

RESPONSIBLE TO: Senior Educational Teaching Assistant - SEN

RESPONSIBLE FOR: N/A

ROLE SPECIFIC RESPONSIBILITIES

IT management: You will be confident in the use of specialist technology used in the production of resources/learning materials for children and young people with a special educational need and will acquire and implement updates in specialist technology. This will include oversight of ipads, laptops and other hardware.

Equipment and materials: Under the direction of the Senior ETA (SEN) you will prepare and adapt materials for use with our students and you will maintain a database of all resources, and materials produced. An awareness of and/or willingness to understand relevant legislation regarding Copyright Law especially digital images will be important.

Assisting in teaching and learning: Working alongside the Senior ETA (SEN) you will support with technology assessments and learning programmes and offer support to students, parents and staff in the use of specialist resources. Alongside the Senior ETA (SEN) and SENCo you will be involved in the administration interpretation and transcription of both internal and external examinations and in the administration of the latter. You will be required to participate in education visits/residential trips as necessary. You will have the ability to liaise with teaching staff to understand the lesson objective and subject area in order to produce effective differentiated resources. The role may also involve supporting the training and development of new and existing staff in differentiating for SEN/EAL students. The ability to use your initiative and to be a creative thinker will be important.

PERSON SPECIFICATION

E – Essential
D - Desirable

	ATTRIBUTES		RELEVANT CRITERIA	HOW IDENTIFIED	RANK
1.	RELEVANT EXPERIENCE	1.1	You will have experience of working with children with a special educational need.	Application Form/ Selection Process	D
		1.2	You will have experience of working with a range of specialist technology and in the management and/or knowledge of IT systems. You will have experience in organising, producing and managing resources.	Application Form/ Selection Process	E
		1.2	Experience of working in line with relevant Health and Safety procedures.	Application Form/ Selection Process	E
2.	EDUCATION AND TRAINING ATTAINMENTS	2.1	GCCE or equivalent at Grade C and above in Maths, English and Science.	Application Form/ Selection Process	E
		2.2	Level 3 IT or Graphics qualification or equivalent qualifications/experience	Application Form/ Selection Process	E
3.	GENERAL AND SPECIAL KNOWLEDGE	3.2	Knowledge of Health and Safety.	Application Form/ Selection Process	E
		3.3	Knowledge of and commitment to Equal Opportunities.	Application Form/ Selection Process	E
4.	SKILLS AND ABILITIES	4.1	Approachable, open and constructively manages barriers to effective communication.	Selection process	E
		4.2	Presents a positive image of themselves and improves communication through the use of communication skills.	Application Form/ Selection Process	E
		4.3	Is positive about change and encourages others to adapt to and	Selection Process	D

		4.4	implement change Actively seeks others suggestions, and puts forward own constructive ideas on improving services for students	Application Form/ Selection Process	E
		4.5	Ability to communicate effectively with staff and pupils and builds relationships within the team.	Selection Process	E
		4.6	Creative and imaginative with the ability to translate ideas into visual resources.	Application Form/ Selection Process	E
		4.7	Strong organisational skills and attention to detail.	Application Form/ Selection Process	E
5.	ANY ADDITIONAL FACTORS	5.1	Commitment to ongoing personal training and development.	Selection Process	E