****

**Director of Inclusion and**

**Accessibility (SENCO / Educational Psychologist)**

*The very best training and support, helping you to make a real difference where it matters most.*

**Start date:** ASAP

**Salary:** L5 – L9 £43,452 – £47,965

**Location**: Sparkbrook, Birmingham

**Deadline: 11am – Friday 6th October 2017**

*Visits to our school are encouraged; to arrange, please contact Saiqa Andleeb on 0121 773 8156 or email* [*s.andleeb@arkboulton.org*](mailto:s.andleeb@arkboulton.org)

Ark Boulton Academy joined the Ark network in 2015 and is undergoing a transformation. It is now under a strong and effective leadership team, part of the network that turned nearby Ark St Alban’s Academy from failing to outstanding with some of the best results in the country. Join us in turning our school around and having a real impact on our students’ lives.

We are looking to recruit a **Director of Inclusion and Accessibility (SENCO / Educational Psychologist).** As Strategic Head of an Inclusion Team, to lead, develop and support effective practice for pupils with Special Educational Needs, Disabilities (SEND), those with additional needs, in the area of mental health and wellbeing and pupils with an education, health care plan (EHCP) to ensure that they are able to make rapid progress in line with the Academy’s expectations

As a teacher at Ark Boulton Academy, you will be part of Ark, an international charity and one of the UK's most successful multi-academy trusts, with a network of 35 schools in 4 locations across the country.  Benefits of being part of the Ark network include:

* A salary 2.5% higher than the main scale teacher salaries
* Twice as many training days as standard and network-wide events with Ark colleagues, held by the best minds in education
* We have [clear and consistent behaviour procedures](http://arkboulton.org/behaviour-policy) in place that allow for a more time for learning and ensure our teachers can focus on teaching.
* We are committed to [continued professional development](http://arkonline.org/careers/staff-benefits) and at Ark Boulton, you will be given the training and support you need to be the best teacher you can be.

To find out more about Ark Boulton, please visit [www.arkboulton.org](http://www.arkboulton.org).

Please apply via <https://goo.gl/Sbv1dA> . The closing date which is **11am - Friday 6th October.** If you would like any further information or wish to discuss this role, please contact the Recruitment Team on 020 3116 6345, or [recruitment@arkonline.org](mailto:recruitment@arkonline.org)

Click [**here**](http://arkonline.org/the-best-support) to find out more about the benefits of work for Ark Boulton Academy.

*Ark is committed to safeguarding children; successful candidates will be subject to an enhanced Disclosure and Barring Service check.*

**Job Description: Director of Inclusion and Accessibility (SENCO / Educational Psychologist)**

Reports to: Vice Principal

Start date: ASAP

Salary: L5 – L9 £43,452 – £47,965

**The Role**

As Strategic Head of an Inclusion Team, to lead, develop and support effective practice for pupils with Special Educational Needs, Disabilities (SEND), those with additional needs, in the area of mental health and wellbeing and pupils with an education, health care plan (EHCP) to ensure that they are able to make rapid progress in line with the Academy’s expectations.

**Key responsibilities**

* Strategic direction and development of SEND and Mental Health provision
* Designated Safeguarding Officer
* Monitor the impact of teaching and learning activities on the progress made by pupils needing support
* Liaise with other schools to ensure continuity of support and learning when transferring pupils with SEN to the academy
* To be responsible for monitoring provision for children with SEN, EHCP, LAC, etc.
* Support the development of high achieving classrooms which supports and fosters the achievement of pupils with varying additional learning needs
* Play a leading role in maintaining/establishing the whole Academy’s culture and ethos and providing strategies to support pupils with SEND to meet the academy’s demanding expectations in the area of behaviour for learning
* To line manage the Inclusion team including one to on mobility support, and leader of enhanced provision.
* Helping to maintain/establish discipline across the whole academy
* Contribute to the effective working of the Academy

**Development of SEND and Mental Health provision**

* Develop strategies to ensure early identification of pupils with additional needs
* Identify and adopt effective teaching approaches for pupils with special and additional needs
* Monitor teaching and learning activities, to meet the needs of all pupils
* Establish and disseminate strategies that support all staff in their work with pupils
* Identify the training needs of staff and organise/coordinate INSET and CPD in SEND, mental health behaviour or any other priority when presented.
* Develop staff support at all levels to ensure they have the best training to fulfill their roles
* In consultation with the vice principal, deploy staff to ensure both best coverage of pupils and that individual needs are met
* Ensure effective systems of communication, including feedback about pupil’s learning to inform future lesson planning.
* Monitoring the quality of SEN support/Partnership teaching (LSAs & teachers) by establishing effective systems to identify and meet the needs of pupils, whilst ensuring that the systems are coordinated, evaluated and regularly reviewed.
* Up-to-date knowledge of national and local initiatives which may impact upon policy and practice.

**Progress and Achievement of pupils**

* To monitor the achievements, welfare and discipline of pupils, and to follow up the progress reviews, liaising with the pastoral team and parents/carers when appropriate.
* To liaise with subject departments, feeder schools particularly regarding transition, and external agencies such as exam boards, EP, alternative education providers etc.

**Teaching and Learning**

* Influence whole school teaching and learning policy to ensure aspects of inclusive teaching
* Teach engaging and effective lessons that motivate, inspire and transform pupil attainment
* Create a climate for learning within teams and support the notion that all teachers are also learners
* Use regular, measurable and significant assessments to monitor progress and set targets
* Respond accordingly to such monitoring
* Identify and lead support groups according to pupil needs, e.g. ASDs, speech and language, behaviour etc.
* Ensure that all pupils achieve at chronological age level or, if well below level, make significant and continuing progress towards achieving a level
* Oversee and monitor the quality of IEPs and BSPs such as pastoral support plans and maintain detailed information for subsequent meetings with parents
* Collect and interpret specialist assessment data gathered on pupils and use to inform practice
* Support developments and initiatives to improve standards in English and mathematics as well as access to the wider curriculum
* Maintain regular and productive communication with parents
* Ensure statutory responsibilities for SEN Statements
* Support the Annual Review meetings for statemented pupils.

**Leadership and Management**

* To lead the SEN team and to be instrumental in planning for continual improvement and to make a contribution to the evaluation of the work of the team.
* To promote an atmosphere of continuing professional development and to share good practice with colleagues.
* To support the professional development of all staff, including newly qualified teachers and initial teacher training pupils on SEND / mental health practice
* To identify the training needs of staff and organising/coordinating CPD to be delivered by other professionals.
* To disseminate procedural information such as recommendations of the code of practice or the academy’s own SEND, Accessibility policy.
* To ensure the establishment of opportunities for one to mobility support assistants to review the needs, progress and targets of pupils with learning difficulties.
* To organise and coordinate the work of colleagues to ensure appropriate deployment of learning resources including ICT.
* To maintain existing resources and explore opportunities to develop or incorporate new resources from the wide range available within and externally to the academy.

**School culture and ethos**

* Support the academy’s values and ethos by contributing to the development and implementation of policies, practices and procedures
* Help create a strong academy community, characterised by consistent, orderly behaviour and caring, respectful relationships
* Help develop a school/department culture and ethos that is utterly committed to achievement
* To be active in issues of pupil welfare and support
* Support and work in collaboration with colleagues and other professional in and beyond the school, covering lessons and providing other support as required.

**Other**

* Contribute to the effective working of the academy. Undertake other responsibilities as directed by line manager or the Principal

**Person Specification: Assistant Principal Inclusion and Accessibility (SENCO / Educational Psychologist)**

**Qualification Criteria**

* Qualified to degree level and above
* Qualified to teach in the UK
* Qualified or prepared to undertake Educational Psychology national training
* Qualified or prepared to undertake SENCO national training
* School Experience
* Right to work in the UK

**Experience**

* Experience of identifying, providing, monitoring and evaluating teaching strategies, particularly for pupils with known barriers to learning.
* Experience of raising attainment for a wide range of pupil groups and age ranges.

**Skills and Attributes**

**Leadership and Management**

* Effective leadership style that encourages participation, innovation and confidence
* High level of self-awareness and self-management in stressful situations.
* High expectations for accountability and consistency.
* Acts as a role model to staff and pupils.
* Vision aligned with Ark Boulton’s high aspirations, high expectations of self and others.
* Motivated to continually improve standards and achieve excellence.
* Able to work autonomously, as well as take direction as needed
* Able to lead, coach and motivate staff within a performance management framework, including professional development and effective management of underperformance
* Able to develop the leadership skills of others

**Alignment with Ark Boulton vision**

* Relentless drive to do whatever it takes to ensure all pupils succeed
* Embody our core values - integrity, courage, community & mastery - in all aspects of practice and conduct
* The belief that with the right environment all of our pupils are able to excel at university, or in a meaningful alternative
* Genuine passion and a belief in the potential of every pupil
* The courage and conviction to make a difference

**Communication skills**

* Strong interpersonal, written and oral communication skills
* The ability to listen and communicate effectively
* Empathy and the ability to understand the needs, aspirations and motivations of diverse individuals and groups
* The ability to motivate and influence others

**Working with others**

* Exceptional ability to bridge and enhance cooperative working relationships
* Able to work very closely with the Principal and communicate a shared vision
* Model desired behaviour and values
* Hold others to account for high standards of performance
* Understand and resolve conflict

**Problem solving**

* Strong organisational skills, with extremely careful attention to detail and follow-through
* Identify, analyse and resolve problems and issues
* Develop plans with concrete outcomes and effective solutions
* Evaluate results and identify necessary actions
* Make fact-based decisions

**Resilience**

* Ability to thrive in a fast-paced, dynamic environment
* Sustain energy, optimism and motivation in the face of pressure and setbacks
* Stay calm in difficult situations and maintain clarity of vision
* Resilience and motivation to lead the academy through day-to-day challenges while maintaining a clear strategic vision and direction
* Takes personal responsibility for their own actions

**Results and learning orientation**

* Awareness of own strengths and limits
* Commitment to ongoing improvement and learning
* A passion for teaching and strong subject knowledge
* Focus on achieving challenging goals and results
* Resourcefulness and flexibility in delivering outcomes

**Leading learning**

* Excellent classroom practitioner and coach
* Effective and systematic behaviour management with clear boundaries, sanctions, rewards and praise
* Commitment to the safeguarding and welfare of all pupils

**Other**

* Commitment to the safeguarding and welfare of all pupils.
* This post is subject to an enhanced Disclosure and Barring Service check.

*Ark is committed to safeguarding and promoting the welfare of children and young people in our academies.  In order to meet this responsibility, we follow a rigorous selection process. This process is outlined* [*here*](http://arkonline.org/sites/default/files/Ark_safe_recruitment.pdf)*, but can be provided in more detail if requested. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.*