



Recruitment Pack SENCO and Inclusion Lead



ENJOYING TODAY, PREPARING FOR TOMORROW

 www.oiam.org/freeschool/

Vacancy Details

One In A Million Free School – Bradford
Enjoying today, preparing for tomorrow!

SENCO and Inclusion Lead (Assistant Principal)

Salary: £44,305 – £48,895 L1 – L5 (dependant on experience)

Contract: Permanent – Full time

Start date: As Soon As Possible

Are you looking for your next post within education? Do you relish the chance to raise aspirations and make a difference? If so, we have the perfect opportunity for you.

We are looking to appoint an outstanding teacher and SENCO who is strategic, creative and enthusiastic. You should be able to:

- Ensure all paperwork associated with SEND and vulnerable students is implemented effectively and reviewed timely.
- Work with teachers, the pastoral team and senior leaders to identify students who have barriers to learning and plan appropriate support and intervention programmes.
- Track the progress of all students on the Inclusion Register and vulnerable cohorts, and devise appropriate intervention strategies.
- Support and quality assure teacher's use of data informed practice to differentiate effectively in the classroom to support the learning and progress of all students.
- Contribute to the school CPD programme by training and supporting teachers ensuring they are fully prepared to support our students.
- Lead our team of HLTAs and teaching assistants.
- Oversee and quality assure the SEND team and all intervention programmes.
- Deal professionally with a range of external professionals and agencies.

We believe every student is unique and should be valued for being who they are. We are offering the successful candidate the opportunity to enhance the SEND Department ensuring that our students are fully prepared for the future world that awaits them.

Vacancy Details

Further information/How to apply:

To apply and for further information about our school please visit www.tes.com

Closing Date: Outlined on Tes.com. We reserve the right to interview and or appoint prior to the end of the advertised period.

Safeguarding

One in a Million Free School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We follow safer recruitment practices. This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020 and appointment is therefore subject to a satisfactory enhanced disclosure from the Disclosure & Barring Service.

Hub and Spoke

The ethos and vision of the One In A Million Free School are based upon our extensive experiences of delivering successful community based programmes in sport, the arts and enterprise.

The “Hub and Spoke” Model links the One In A Million Free School (hub) with our existing range of community activities (spokes).

Our “Wheel of Hope” vision places our Free School at the heart of all that the charity does to ensure that our innovative education projects reach as many young people as possible in and out of school throughout the Bradford community.



JOB DESCRIPTION

JOB TITLE:	SENCO & Inclusion Manager
JOB LOCATION:	One In A Million Free School, Bradford
REPORTS TO:	Vice Principal/Principal
PEOPLE RESPONSIBILITY:	All staff within SEND and support team
BUDGET RESPONSIBILITY:	As delegated by the Principal

ONE IN A MILLION FREE SCHOOL VISION & VALUES

Our overall aim is to make a difference to young people by engendering respect, self-regard, motivation and engagement. The ethos of our school will be rooted in the name of our charity, where every young person is recognised and valued as 'One In A Million'.

Our mission is to enhance the life chances of all students at One In A Million Free School.

Our vision is that each student will utilise their skills, talents and educational achievements across sport, the arts and enterprise to better themselves and their communities.

Our values: We are driven by our 4 core values, Compassion, Honesty, Integrity and Excellence.

JOB PURPOSE

Working within the Senior Leadership Team the SENCO and Inclusion Manager will take responsibility for:

- Determining the strategic development of special educational needs (SEND) policy, procedure and provision at One In A Million Free School.
- Day-to-day operation of the SEND policy and coordination of specific provision to support individual students with SEND.
- Providing professional guidance to colleagues, working closely with staff, parents and other agencies.
- Determining the strategic development of procedures to support all vulnerable student cohorts.
- Day to day operation of the procedures to support vulnerable students to overcome their barriers to learning.

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KEY RESPONSIBILITIES:

Strategic development of SEND policy and provision and procedures to support vulnerable students

- In conjunction with the Vice Principal, have a strategic overview of provision for students with SEND, or identified as vulnerable across the school, monitoring and reviewing the quality of provision.
- Lead the school's self-evaluation, with respect to the provision for students with SEND, or identified as vulnerable.
- Ensure the SEND policy and procedures are put into practice, and that the objectives of these documents are reflected in the school improvement plan.
- Evaluate the impact of the above policy and procedures on student outcomes.
- Maintain an up-to-date knowledge of national and local initiatives which may affect the school's policy and practice.
- Evaluate whether funding is being used effectively, and propose changes to make use of funding more effective.
- Lead on the planning and implementation of strategies to support vulnerable students.
- Evaluate the effectiveness of the above strategies on student outcomes.

Operation of the SEND policy and coordination of provision

- Maintain an accurate SEND register and provision map.
- Provide guidance to colleagues on teaching students with SEND and advise on the graduated approach to SEND support.
- Advise on the use of the school's budget and other resources to meet students' needs effectively, including staff deployment.
- Be aware of the provision in the local offer.
- Work with early years providers, other schools, educational psychologists, health and social care professionals, and other external agencies.
- Be a key point of contact for external agencies, especially the local authority.
- Implement and lead on the timely production and review of all relevant documentation associated with students with SEND, or identified by school as vulnerable; including: ILP/IEP/IBP.
- Analyse all relevant data for students with SEND and implement appropriate support strategies/interventions.
- Implement and lead intervention groups for students with SEND, or those identified as vulnerable, and evaluate their effectiveness.

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Support for students with SEND or those identified as vulnerable

- Identify a student's SEND need/barrier to learning.
- Lead the coordinate of the provision that meets the student's needs, and monitor its effectiveness/impact.
- Secure relevant services for students.
- Ensure records/documentation are maintained, kept up to date and are disseminated effectively with staff to support and drive learning and progress.
- Review the education, health and care plan with parents or carers and the student
- Communicate regularly with parents or carers and staff.
- Ensure that if the student transfers to another school, all relevant information is conveyed to it, and support a smooth transition for the student.
- Promote students' inclusion in the school community and access to the curriculum, facilities and extra-curricular activities.
- Work with the designated teacher for looked-after children, where a looked-after student has SEND.
- Lead and coordinate the transition process for students joining in year 7.

Leadership and Management

- Prepare and review information for the governing board as required.
- Contribute to the school improvement plan and whole-school policy.
- Represent the school at relevant meetings and events.
- Have overall line management responsibility for the SEND team including teaching assistants.
- Review staff performance including probation and annual performance management procedures.
- Identify training needs for staff and how to meet these needs.
- Lead training for all staff relating to SEND/vulnerable students as required.
- Promote an ethos and culture that supports the school's SEND policy and promotes positive outcomes for students with SEND, or identified as vulnerable by the school.

Teaching

- To carry out a teaching commitment in line with school needs.
- To model the standards of an outstanding practitioner.

In addition to the above you will play a significant role in strengthening the community by:

- Establishing purposeful community links and effective partnerships especially with regard to curriculum development and delivery.
- Working closely with other schools, locally, nationally and internationally.
- Providing and encouraging creative ideas for integrating learning experiences across

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sport, arts and enterprise and enrichment opportunities.

- Working with all students and staff without prejudice to establish and implement effective strategies for equality.

GENERAL RESPONSIBILITIES:

In addition to the specific responsibilities detailed above, the following general responsibilities apply:

- Comply with all Free School policies and procedures ensuring commitment to the mission and values.
- Assist in the development of excellent working relationships throughout the school.
- Foster good relationships with external organisations that provide goods and services.
- Take responsibility for Health and Safety of yourself and that of others.
- Commit to ensuring your own personal development through training and CPD specific to your role.
- Comply with all contractual, legal and reasonable requirements of any venue being used by the school for its activities.
- Pro-actively promote and uphold One In A Million Free School acting as an Ambassador.
- Behave in a professional manner (both in and out of school) ensuring that One In A Million is not brought into disrepute.
- Carry out any other reasonable duties associated with the post.

SAFEGUARDING:

- In common with all employees this role includes responsibility for promoting and ensuring the safeguarding and welfare of children and young persons with whom you come into contact with.
- Adherence to the School's Child Protection Policy Statement is required at all times.
- If you become aware of any actual or potential risks to the safety or welfare of students or other children in the school this must be reported to OIAMFS's Designated Safeguarding Lead or Deputy Lead.

Person Specification

ATTITUDES

Aspect	Assessed by	Essential / Desirable
A good understanding of and commitment to the mission and vision of One In A Million	Interview & Application	E
Able to demonstrate how the values of One In A Million have been expressed in your life and work	Interview & Application	E
Clear understanding of compassion and how it is realised in life	Interview & Application	E
Demonstrate honesty in dealing with colleagues and others	Interview & Application	E
Show how integrity is central to your life and why it is crucial	Interview & Application	E
Demonstrate excellence in all facets of work	Interview & Application	E
A clear understanding of vision and values, specifically as they relate to One In A Million, ensuring the Free School remains true to its aims, vision and mission	Application & Interview	E
A leader and a team player able to motivate others	Application & Interview	E
Committed to individualised and personalised learning with an inspiring, enthusiastic approach that engenders a desire for learning	Application & Interview	E
Understands the process of learning and embraces new robust research about learning	Application & Interview	E
Committed to using a variety of learning environments and resources, including technologies, as appropriate, to maximise learning and progress	Application & Interview	E
Treats everyone with respect and dignity and shows commitment to Equality and Diversity and its effective implementation	Application & Interview	E
Committed to Continuing Professional Development both personally and for colleagues	Application & Interview	E
Committed to collaborative learning and partnerships	Application & Interview	E

KNOWLEDGE & QUALIFICATIONS

Aspect	Assessed by	Essential / Desirable
Qualified to degree level in relevant area	Application	E
Qualified Teacher Status	Application & Interview	E
National Award for SEND Coordination, or a willingness to complete it within 3 years of appointment	Application	E
Sound knowledge of the SEND Code of Practice	Application & Interview	E
Successful track record of how to use data to track progress, target interventions and impact on student progress	Application & Interview	E

SKILLS & EXPERIENCE

Aspect	Assessed by	Essential / Desirable
Ability to lead a team and support and challenge colleagues	Application & Interview	E
Ability to inspire both students and colleagues	Application & Interview	E
Minimum of 5 years teaching experience, within 11-18 age range	Application & Interview	E
Ability to plan and evaluate interventions	Application & Interview	E
Ability to analyse, report and use data to inform provision planning	Application & Interview	E
Evidence of a proven track record, of raising the quality of teaching, learning, and achieving high standards in student attainment for SEN, disabled or vulnerable Students	Application & Interview	E
Evidence of implementing a strategic plan, identifying priorities, quality assuring processes and evaluating the impact	Application & Interview	E

Experience of developing curriculum initiatives using the latest technologies to support learning	Application & Interview	D
Provide a safe environment to ensure the physical and psychological safety of the students	Application & Interview	E

SKILLS & EXPERIENCE (continued)

A commitment to the holistic development of students – specifically the character development of students	Application & Interview	D
A willingness to contribute to the enrichment activities of OIAMFS and the community work that is at the heart of OIAM.	Application & Interview	E
Evidence of delivering learning other than your 'first' subject	Application & Interview	D
Evidence of a track record as an effective innovator of education	Application & Interview	E
In-depth knowledge and understanding of national education priorities / developments to include the 11-16 curriculum, raising attainment, assessment for learning, inclusion, and personalised learning	Application & Interview	E
Ability to make sound decisions, identify and solve problems and seize opportunities	Application & Interview	E
Well-developed interpersonal and communication skills (including written, oral and presentation skills)	Application & Interview	E
Ability to manage change, and lead innovations, showing flexibility, adaptability and resilience	Application & Interview	E
Ability to delegate appropriately and hold others accountable while at the same time accepting personal accountability	Application & Interview	E
Positive disposition towards inclusion of all students including those with learning difficulties in mainstream learning and education	Application & Interview	E
Able to build strong relationships with key people in relevant organisations	Application & Interview	E
A commitment to generating creative ideas for integrating learning across sports, the arts, and enterprise	Application & Interview	D

READ ALL ABOUT IT!

There's so much **MORE** exciting news and information still to **discover about us**. To read further, simply go to the camera on your smart phone, hover over the QR code and follow the link it generates! If you are viewing from a computer visit oiam.org/freeschool.

SCAN ME

with your smart phone camera to view our latest **Ofsted Report**, which reads **GOOD!**



SCAN ME

with your smart phone camera to view our quarterly **Celebrate** magazine



SCAN ME

with your smart phone camera to read our **School Prospectus**



SCAN ME

with your smart phone camera to **view our NEW website** and read about all that we do!



oiam.org

Student Voice

"It's a very accepting school. They accept students no matter where they have come from. The Teachers are very understanding. They treat you very nice. I enjoy being at One In A Million because they have lots of activities".

Vinny

"It's an awesome school because every Teacher take cares of you in every way and they have good people here".

Rahat

"I prefer One In A Million because there are good teachers and good people in this society. I've learnt many things from Year 7 until now in Year 9. If I didn't come to One In A Million, I don't think that I would've had a clue about what I want to do when I get older. I want to become a teacher or a football player".

Hamad

"It's a caring school with caring Teachers and they have friendly people".

Fawziah

"The lessons are fun. The school is small so you get to know everyone. The school has good equipment and staff. Even if the lessons are a bad subject, the Teachers know how to make it enjoyable".

Nathan

"It's a very good school. They look after people. They have good people in the school and school is very nice".

Amaan

Staff Pulse



I started at One In A Million Free School in September 2015 on a two-year Business Admin Apprenticeship, then became the Attendance Manager and Data & Exams Officer and now I am a Head of Year. One In A Million has given me the opportunity to develop my career into a role which I find rewarding everyday. Working in a school full of dedicated staff and students who are constantly striving for excellence is something that I am proud to be a part of!

Liam Brennan,
Head of Year

Coming to work everyday is easier when you work with the loveliest colleagues.

Sophia Kadir,
Learning Support Assistant

Being a small school, this gives it a real sense of community and you get to know both the staff and students really well. The staff are a real strength, they really believe in the well-being and development of all students. They are caring, helpful and supportive, and always go above and beyond.

Nick White, PE/Geography Teacher

I can't thank OIAM enough for their dedication and support in helping me through my career journey. From Volunteering one day a week, to becoming a Learning Support Assistant and now being a Pastoral Leader and Designated Safeguarding Lead, it's safe to say that OIAM have given me life changing opportunities and continue to believe in me and my ambitions.

Katy Woodcock,
Head of Year / Designated Safeguarding Lead

At One In A Million we are a family, we have a very supportive and understanding team.

Sharee Tingle,
Cover Supervisor/
Co-ordinator

I started at OIAM as a part time sports coach delivering PE for the school and alternative provision. I was then given the opportunity within the school PE department as a full time unqualified PE teacher. OIAM then supported me through my teacher training and within 3 years of my start at OIAM I was a fully qualified PE teacher. 8 years later I am now Head of PE and also oversee our whole school house system. Through the values and vision OIAM have supported me throughout.

Charlotte Stuart
Head of PE



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 www.oiam.org/freeschool/