

## Secondary Special Needs Co-ordinator (August 2026 start)

Lanna International School is seeking a dedicated and enthusiastic Special Needs Co-ordinator to join our Secondary team starting August 2026. The role of our Secondary SENCO is diverse. Responsibilities can range from teaching entire classes, working with students on an individual basis, and developing action plans and materials to support students' progress within the curriculum.

As part of our Secondary department, your key roles will be:

- Identifying students requiring learning support through student observation, information gathering from teachers and parents, and testing in collaboration with other members of staff within the school
- Collaborating with classroom teachers to best support the student within the classroom (e.g. differentiated instruction, accommodations in the classroom)
- Liaising with parents and other agencies, such as the medical profession, therapists and educational psychologists
- Reviewing reports from external specialists and giving recommendations to enable teachers to provide the support the student needs in the classroom. This can involve developing and adapting materials and teaching strategies and developing and monitoring an Individual Education Plan (IEP).
- Supporting students in a variety of ways as appropriate to the student's needs (e.g. in-class support, pull-out, one-on-one, small group, etc.)
- Review of exam accommodations for relevant students and applying to Exam Boards in conjunction with the Exams Officer. At times, supporting students with accommodations through exam invigilation duties, e.g. separate room, anxiety breaks or reader support.
- Coordination of our Peer Tutoring Program through Semester 1 in association with the International Awards Community Service component.
- Attending the Student Support Team Network (SSTN) of Chiang Mai meetings and relaying information/minutes to the school.

### What we are looking for:

- A fully qualified teacher (PGCE or equivalent) with a strong track record in Secondary Special Needs provision.
- Appropriate Special Needs experience within a UK or British international curriculum setting.
- A Special Needs practitioner who demonstrates warmth, integrity, and emotional maturity, and who consistently builds trust and strong relationships with students, staff, and families.
- A clear commitment to safeguarding, student wellbeing, and positive, restorative approaches to behaviour management.
- Excellent interpersonal and communication skills, and a calm, reflective, and collaborative leadership style, particularly in complex or high-pressure situations.
- Genuine enthusiasm for working with young people, and curiosity and openness in professional practice.

Please note: Applicants without a full teaching qualification and a relevant degree will not be considered.

### What we offer:

- The opportunity to join a supportive and collaborative Secondary Team.
- A school culture that values both academic excellence and student wellbeing.
- Highly motivated students and engaged families.
- A competitive international remuneration package.

## Why Join Us?

- Work in a supportive environment that values excellence and innovation in teaching.
- Be part of a community that prioritises student engagement and holistic development.
- Have opportunities for professional growth, including development into leadership roles.

## Safeguarding

We are fully committed to safeguarding and promoting the welfare of children, and we expect all staff and volunteers to share this commitment. All candidates must demonstrate their suitability to work with children and a strong commitment to safeguarding, including ongoing participation in safeguarding training.

All applicants will undergo rigorous and standardised safeguarding checks, which include:

- **Three professional references**, verified by telephone. For teaching roles, at least two must be from Head Teachers within the past six years, including the most recent Head Teacher from the most recent school. Referees may be contacted before the interview.
- **Identity and qualification verification.**
- **Enhanced criminal background checks**, as well as **police clearances from every country** in which the applicant has lived for more than six months within the past ten years.
- **A full review of employment history**, with any gaps required to be clearly explained and followed up on during the interview process.

Due to the high volume of applications, only shortlisted applicants will receive a response.

If you're excited by the opportunity to make a meaningful impact and contribute to an exceptional learning community, we would be delighted to hear from you. Apply now and help shape the future of our students!

For the candidate with the relevant skills, experience and ambition, there is the possibility of assuming an additional responsibility of **Whole School Student Support Coordinator**. This role is focused on co-ordinating the three departments of Learning Support, English Support and Counselling. Where pupils require more than one type of support, dialogue between the three departments will be facilitated to ensure the best outcomes for each pupil.

Duties include:

- Chairing fortnightly meetings with department heads to discuss Student Support pupils.
- Collaborating with department heads, classroom teachers, and parents to offer the best support to pupils.
- Overseeing the recording of data and maintaining of spreadsheets to ensure Student Support records are appropriately kept.
- Coordination of Schoolwide Standard Assessments e.g. CAT IV & PIRA.
- Monitoring and managing the budget allocation across the departments and purchasing of resources.
- Facilitating teacher training and INSET days with regards to Student Support.