

	<p>Oldbury Wells School Bridgnorth Shropshire WV16 5JD</p> <p>Telephone Number 01746 765454</p>	
---	---	---

Special Educational Needs Co-ordinator (SENCo)

Contract: Permanent

Salary: MPS/UPS + TLR 1.2

Start date: September 2023 or earlier if available

Job Advert

We are looking to appoint a Special Educational Needs Co-ordinator (SENCo) from September 2023 on a permanent basis.

Several areas of responsibilities have been adjusted in the first instance to ensure continuity across the school. This role supports key members of the team and ensures that there is sufficient capacity to support the work of the SEND team.

Key responsibilities will be further discussed with the successful candidate, but will include:

- Overseeing the writing/reviewing of Learning Plans/One Page Profiles for identified students.
- Review meetings with parents of SEN Support students.
- Overseeing Exam access arrangements – arranging assessments/completing Form 8's/ online forms/ overseeing the exam support timetable).
- Liaising with Teacher of the Deaf.
- Supporting TA performance appraisal.
- General support for the named SENCO with specific actions linked to identified students.

Oldbury Wells School is committed to safeguarding and protecting the welfare of children and young people and therefore expects all staff to share this commitment. All appointments are subject to a satisfactory DBS check.

How to apply

Further details of this vacancy can be downloaded from our website, www.oldburywells.com. Alternatively, please telephone 01746 765454 or e-mail Mrs Kate Dwane, PA to the Headteacher, at kate.dwane@oldburywells.com. The closing date is **9am on Monday, 19th June 2023**.