

HEATHFIELD KNOLL SCHOOL

and First Steps Day Nursery

**Secondary SEND teacher for Connect, Autism/SEND
base**

**Full-time (part-time considered) to commence
April or September 2021**

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Welcome



Thank you for considering the role of Secondary SEN Teacher for our new “Connect” Base at Heathfield Knoll School. The successful applicant will join the school at an exciting time. Following the recent partnership with KSI Education, the school is benefitting from £1 million of investment. This includes our brand new purpose-built SEND Base for children with ASD and other Special Educational Needs. We are looking for someone who has a love of learning and the ambition and desire to benefit from an expanding programme of CPD, including fully funded Masters Level courses. The successful candidate will be passionate about teaching and SEND and value relationships with all members of our small school community. I very much look forward to reading your application and invite you to speak with Mrs White, Head of Connect directly should you have any questions in advance.

Lawrence Collins
Headmaster



We are very excited and proud to have opened our Connect Base in September 2020 and invite you to become a part of it. Current staff are passionate about and dedicated to improving the lives and educational chances of the children in our setting. The right candidate needs to be kind, a team player and someone who has a track record of working with and advocating for children with Autism and other Special Educational Needs. Strong teaching skills and the ability and willingness to be flexible is also essential.

We look forward to hearing from you.

Emma White
Head of Connect and SENCo
ewhite@hkschool.org.uk

The School



Nestled within the Wolverley countryside, Heathfield Knoll School (HKS) and First Steps Day Nursery enjoys an enviable reputation as the leading school in the Wyre Forest and the wider region.



Heathfield Knoll is a recently merged school comprising Heathfield School and The Knoll School. We are proud of our heritage and of our offer to the local and wider community. Heathfield School will celebrate its 400th anniversary this year. While much has changed since William Sebright founded the school in 1620, our core values of nurture, relationships and care centred on a personalised approach to education remain.

Children join the First Steps Day Nursery from three months old, moving on to the Preschool at three years. The main school welcomes children from five to 16 years (although there are early plans to introduce a sixth form).

The School

The school is centred around a large country house in beautiful surroundings which includes extensive playing fields, woodland and grassland (a total of over 30 acres). Heathfield Knoll's generous grounds are frequently used to support a creative curriculum, including a recently relaunched Forest School. HKS aims to provide a traditional, well-structured education in small, nurturing teaching groups. This means that the children's needs are catered for and they thrive in a well-ordered atmosphere of mutual respect. HKS is interested in more than just academic achievements; we encourage children to approach adulthood as confident, articulate and courteous individuals.



KSI Education



KSI EDUCATION

THE
EARTH CENTRE
— Kingsley School, Bideford —

From January 2020 HKS has become part of the KSI Education group.

KSI is clear that their investment in this evolving family of educators should create outstanding student outcomes.



In order to embed best practice in their schools, and to enable teachers to build on their current strengths, KSI will:

- Fund staff access to Masters in Education programmes after the 2nd year of full employment.
- Offer an enhanced CPD programme, including training in the 'Learning to Learn' pedagogy.
- Facilitate a Professional Learning Network to support achievement and progression. The intention is that practising teachers will form an influential voice within the network, shaping the content and delivering CPD, which will be complemented by contributions from external experts within higher education and industry.
- Increase access to tertiary providers in order to offer Teacher Masterclasses designed to support the teaching of specific areas of the curriculum, and enable teachers to access practical and innovative opportunities for professional development at every stage of their career.
- Encourage subject teachers to work collaboratively across the network of KSI schools to cascade best practice.
- Invest in organisations outside the schools that can enhance the educational experience of our students.
- Invest in technology and foster teachers' technological skills.

The Connect Base

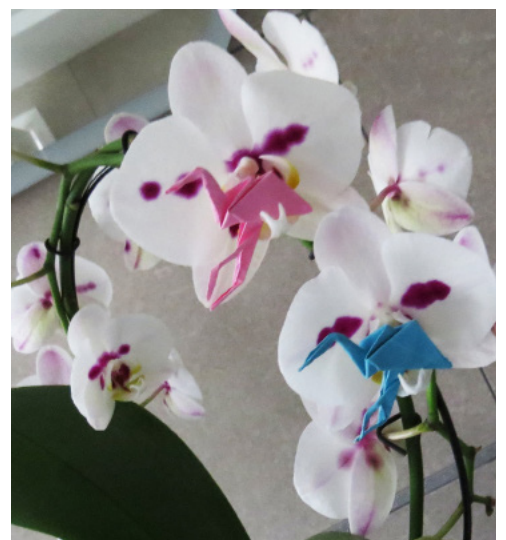
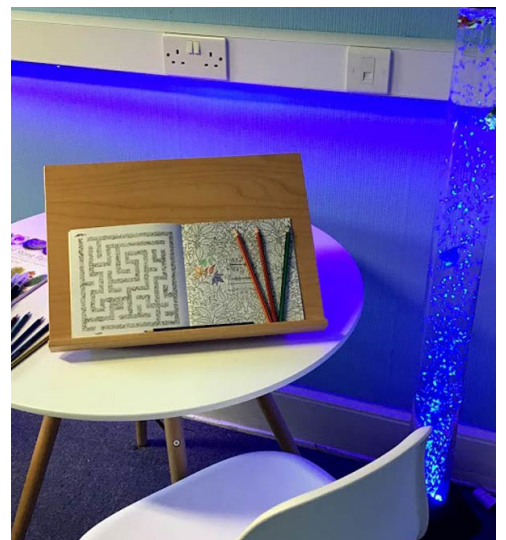
We are delighted to announce our brand new SEND resource which will open in September 2020. Connect will be for children from Key Stage 2 to Key Stage 4 who are unable to access mainstream education full-time.

We will provide a calm, low-sensory environment where our children can feel comfortable and happy, so that their learning and education can progress to allow them to reach their potential.

Each child will have a bespoke curriculum that is personalised for them in order to fulfill the targets and outcomes on their Education, Health and Care Plan. This is a requirement of admission as all pupils will be funded through their EHCP.

As well as the National Curriculum and GCSEs, children will also have the opportunity to work towards ASDAN and vocational qualifications in order to improve their life skills and to build on their interests. We will offer experiences such as cooking, outdoor learning and forest school.

Children within the Connect Base will be able to access some lessons in the main school depending on their needs and in order to maximise their educational, learning and personal goals.



Job Specification

Secondary SEND teacher for Connect, Autism/SEND base Full-time with part time consideration

We are seeking to employ an experienced Secondary teacher with expertise in supporting pupils with autism and a range of Special Educational Needs and Disabilities. The successful applicant will teach a small class of pupils as they prepare for their GCSE examinations.

Connect at HKS is a new, specialist provision within the mainstream school. The purpose of the centre is to provide bespoke support for pupils with SEND, to enable them to access as much of the mainstream curriculum as possible and realise their full potential. The classes within the centre have an average of 6 students: 1 teacher and 1 Teaching Assistant.

This is a full-time post, however part-time will be considered. The position will commence April or September 2021. Interviews will be via Zoom followed by a lesson observation face to face.

The **closing date** for applications is **Friday 15th January 2021**. Interviews will be in the week commencing **Monday 18th January 2021**.

Job Specification

To be successful in this role, you must:-

- Be suitably qualified and experienced/or in teaching children and young people with ASD and other SEND conditions.
- Hold QTS in the appropriate age range.
- Feel confident in teaching more than two subjects up to GCSE level to a range of abilities within one class (up to 6 pupils.)
- Be passionate in using your knowledge of current theory and practice in teaching and learning to provide highly effective curriculum delivery, in a stimulating and enjoyable way.
- Be flexible and able to create a bespoke curriculum for each child/young person and to accommodate your teaching to meet their academic, emotional, SEND and mental health needs.
- Be an enthusiastic team player, willing to go above and beyond to facilitate the learning and experiences of the children/young people in your care.
- Be engaged with the School and Connect Base's ethos, thinking creatively and reflectively within an open, honest and hardworking team, while keeping the needs of the child/young person firmly at the centre.
- Have a track record of dealing with children/young people with behaviour linked to anxiety and to have strategies and procedures in place to support the children/young people to engage in their education and to do their best.
- Be able to manage and plan for classroom support and to coordinate other teachers who will teach your class.

Job Specification

Job Purpose:

- To carry out the professional duties of a SEND teacher across the age ranges specified and in accordance with the school's policies under the direction of the Head of Connect.
- To be an effective professional who demonstrates thorough curriculum knowledge and can plan and deliver well-structured, multi-sensory lessons meeting the needs of all pupils.
- Set high expectations which inspire, motivate and challenge pupils and contribute positively to life of the Base and of the school.



Teachers' Standards

In addition to the School's general requirements and key responsibilities set out below, Teaching Staff must also have regard for the Teachers' Standards set out by the Department for Education. As a minimum, a Teacher must:

1. Set high expectations which inspire, motivate and challenge pupils
2. Promote good progress and outcomes by pupils
3. Demonstrate good subject and curriculum knowledge
4. Plan and teach well-structured lessons
5. Adapt teaching to respond to the strengths and needs of all pupils
6. Make accurate and productive use of assessment
7. Manage behaviour effectively to ensure a good and safe learning environment
8. Fulfil wider professional responsibilities

Job Specification

Key responsibilities

1. Teach the pupils who access the centre, in small classes, and ensure that planning, preparation, recording, marking, assessment and reporting meet the pupils' varying learning and social needs;
2. Set clear targets, based on prior attainment, for the pupil's academic and social/emotional learning as appropriate, ensure teaching supports the achievement of targets detailed in the pupil's Education, Health Care Plan;
3. Keep appropriate and meticulous records, integrating formative and summative assessment into weekly and termly planning;
4. Report to parents on the development, progress and attainment of the pupils within the centre, as appropriate;
5. Contribute to the review of Pupil Passports/Individual Education Plans, and, where appropriate, participate in annual reviews;
6. Provide/support social skills and speech and language intervention as appropriate, and liaise with external professionals and support staff to ensure intervention is effective;
7. Develop and adapt conventional teaching methods to meet the individual needs of the pupils in the centre;
8. Maintain and develop an autism friendly teaching environment;
9. Maintain good order and discipline amongst students, in accordance with the school's behaviour policy;
10. Lead, organise and direct support staff within the centre;
11. Collaborate with the school's subject specialists to plan appropriate activities for the pupils in the centre in relation to the curriculum;
12. Ensure pupils are appropriately integrated within the mainstream school and support the smooth transition of pupils to and from mainstream and centre based lessons;
13. Provide sensory and emotional support and regulation activities;
14. Together with the SENCo, ensure mainstream teachers are aware of individual pupil's needs and how best to support these;
15. Maintain the positive ethos and core values of the school, both inside and outside the classroom.
16. Work with the SENCo and other staff in the Base to ensure the requirements of the Equality Act (2010) are met in terms of reasonable adjustments and access arrangements.

Person Specification

The School will seek evidence of the following criteria from:

- Application form
- Letter of application
- References
- Interview (Zoom)
- Evidence of qualification certificate
- Successful completion of appropriate Child Protection Screening including Disclosure and Barring Service and other checks as described in the Recruitment Policy

Attributes	Criteria	Rank
Education and Training	<ul style="list-style-type: none"> • Qualified to Degree Level or equivalent • QTS in appropriate age range • Qualified/training completed in a range of SEND • Evidence of ongoing personal development training • Desire to continue with professional development 	Essential Essential Essential Desirable Desirable
Relevant Experience	<ul style="list-style-type: none"> • Experience of working with children with SEND • Experience of teaching Key Stage 3 • Experience of working across Key Stage 2 and/or knowledge of the curriculum content 	Essential Desirable Desirable
Skills and Abilities	<ul style="list-style-type: none"> • Ability to plan and teach well-structured lessons to all abilities and relevant ages to a high standard • Strong interpersonal skills to effectively communicate with staff, parents and children • Kind, caring, patient and sympathetic to the needs of all children • Ability to work as part of a small team of dedicated staff • Adapt teaching to the strengths and needs of all pupils. • Good organisational skills 	Essential Essential Essential Essential Essential Desirable
Any Additional Factors	<ul style="list-style-type: none"> • Ability, flexibility and willingness to take on other responsibilities or duties as deemed necessary • Play a full part in the life of the school community, to support its distinctive mission and ethos. 	Essential Essential

Person Specification

Whilst every effort has been made to outline the main duties and responsibilities of the post, the information above is not exhaustive.

This job description is current at the date shown, but in addition to the duties outlined above, you may be asked to undertake any other duties which may reasonably be regarded as within the nature of duties and responsibilities of the post. Any changes of a permanent nature will be fully negotiated with you and incorporated into the job description.

Please return all job applications to **lburns@hkschool.org.uk**