



Assistant SENCO



ENJOYING TODAY, PREPARING FOR TOMORROW

 www.oiam.org/freeschool/

VACANCY DETAILS

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

Assistant SENCO

Salary: Up to £30,000 per annum pro rata for term time (Dependant on experience)

Contract: Permanent, Full Time (37.5 hours per week, Term Time Only Plus 10)

Start date: September 2019.

Do you want to make a difference for young people?

Do you believe young people can get better?

Do you want to be part of an ambitious team?

Do you enjoy innovation and change?

Do you want to work in a school that will support your professional development?

DO YOU WANT TO BE KNOWN AS THE 'STUDENT ADVOCATE'?

We believe that every student is unique and should be valued for being who they are. We are a relatively new school that offers the successful candidate the unique opportunity to shape how we meet the needs of the most vulnerable students in our school. More than that you can shape what joined-up learning looks like, what learning with technology looks like and what teaching young people to see themselves as people of the future looks like.

We are looking to appoint an outstanding SENCO who is creative, confident and enthusiastic. The primary quality for our SENCO is that they see themselves as a student advocate. You should be able to:

- work with teachers and school leaders to identify students who have barriers to learning and plan appropriate responses with them
- track the progress of all students on the Inclusion Register
- advise teachers on strategies that make a difference to students and contribute to the school CPD programme
- oversee and quality assure all intervention programmes
- deal professionally with a range of external professionals and agencies
- lead our team of teaching assistants and volunteers
- ensure all paperwork associated with SEND and vulnerable students is completed on time

To consider this role you would have to ask yourself:

Are you compassionate?

Are you honest?

Do you act with integrity?

Do you believe in excellence?

If you can say yes to the above and have the appropriate experience then we would encourage you to apply.

Closing date: Monday 17th June 2019

Interviews: Week commencing 24th June 2019

Start Date: September 2019

VACANCY DETAILS

To learn more about One In A Million please visit our website at www.oiam.org/freeschool/ and watch our video on YouTube titled '[The Journey So Far](#)'.

We are committed to safeguarding and promoting the welfare of children. The post is subject to an enhanced DBS check and satisfactory references.

Job Description

JOB TITLE:	Assistant SENCO & Inclusion Manager
JOB LOCATION:	One In A Million Free School, Bradford
REPORTS TO:	Deputy Vice Principal
PEOPLE RESPONSIBILITY:	Learning Support Assistants
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 pupils at One In A Million Free School through a tailored programme of vocational learning across sport, the arts and enterprise.

Our vision is that each student will utilise their skills, talents and educational achievements across sports, 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

To play a key role within the school to ensure all pupils with special and additional needs make accelerated progress in their learning and achieve to the very best of their ability.

Under the direction of the Deputy Vice Principal, support the implementation and management of effective processes for monitoring, evaluating and developing SEND provision.

Under the direction of the Deputy Vice Principal, effectively manage and deploy staff and resources to meet changing student needs.

Liaise closely and work with the Heads of Year and Subject Leaders so as to ensure a co-ordinated and holistic approach to students' individual needs.

Line manage designated support staff.

Job Description

KEY RESPONSIBILITIES:

Your key responsibilities and duties are to:-

- Support the Deputy vice Principal to ensure that all statutory demands are met and to liaise with all appropriate external agencies.
- Ensure that the School remains true to its aims, vision and mission; upholding the principle that we are here to put the needs of our students and young people first.
- Support the day-to-day operation of the SEND policy and ensure all records are up to date.
- Support SLT in monitoring the progress of all students and assist the Deputy Vice Principal with planning appropriate interventions as necessary.
- Conduct all EHCP annual reviews, LAC reviews or strategy meetings and work with parents and appropriate professionals of our children with special needs.
- Support the Deputy Vice Principal to ensure that OIAMFS meets its obligations to ensure reasonable adjustments and ensure good access arrangements.
- Support students in their transition from primary to secondary school.
- Assist the Deputy Vice Principal with the training of staff to support students with SEND
- Identifying strengths and weaknesses in student progress supporting appropriate interventions for students and staff to be implemented with other colleagues.
- Lead the process of performance management for designated colleagues ensuring that it inspires colleague to sustained excellence, challenges under-performance and ensures an excellent learning experience for ALL members of the community.
- Lead and support our team of LSAs.

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

- Working closely with other schools, locally, nationally and internationally.
- 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.
- Ensure that we provide a safe environment for our young people by having a clear understanding of and adhering to the OIAMFS Safeguarding Policy.
- 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 the Health and Safety of yourself and that of others.
- Commit to ensuring your own personal development.
- Comply with all contractual, legal and reasonable requirements of any venue being used by the school for its activities in relation to vulnerable students.
- Pro-actively promote and uphold One In A Million Free School, acting as an Ambassador.
- Uphold OIAMFS's code of conduct (both in and out of school) ensuring that One In A Million is not brought into disrepute.
- Carry out any other reasonable duties as directed by the Principal.

Job Description

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
Demonstrate compassion in dealing with colleagues and others	Interview & Application	E
Work honestly and speak the truth with kindness	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	Interview & Application	E
A leader and a team player, able to motivate others	Interview & Application	E
Treats everyone with respect and dignity and shows commitment to Equality and Diversity and its effective implementation	Interview & Application	E
Committed to Continuing Professional Development both personally and for colleagues	Interview & Application	E
Committed to collaborative learning and partnerships	Interview & Application	E

KNOWLEDGE & QUALIFICATIONS

Aspect	Assessed by	Essential / Desirable
Good honours degree or appropriate professional qualifications	Application	D
SENCO or equivalent qualification	Application	D
Evidence of professional development relevant to the role of Assistant SENCO	Application	E

SKILLS & EXPERIENCE

Aspect	Assessed by	Essential / Desirable
--------	-------------	-----------------------

Minimum of 3 years experience working with vulnerable students within 11-16 age range	Interview & Application	E
A proven track record in accurate completion of legally compliant paperwork in relation to vulnerable students	Interview & Application	E
Ability to work in a highly organised fashion and meet strict deadlines	Interview & Application	E
Evidence of supporting weak or vulnerable students in their learning	Interview & Application	D
Evidence of providing a safe environment to ensure the physical and psychological safety of the students	Interview & Application	E
Evidence of a commitment to the holistic development of students – specifically the character development of students	Interview & Application	E
A willingness to contribute to the enrichment activities of OIAMFS and the community work that is at the heart of OIAM.	Interview & Application	E
In-depth knowledge and understanding of national education priorities and developments to include the new SEND Code of Practice, the 11-16 curriculum, raising attainment, assessment for learning, inclusion, and personalised learning	Interview & Application	D
Understand, analyse and make effective use of a wide range of data aided by effective use of IT	Interview & Application	E
Ability to make sound decisions, identify and solve problems and seize opportunities	Interview & Application	E
Well-developed interpersonal and communication skills (including written, oral and presentation skills)	Interview & Application	E
Ability to work independently but delegate appropriately and hold others accountable as the school grows over time	Interview & Application	E
Positive disposition towards inclusion of all students including those with learning difficulties in mainstream learning and education	Interview & Application	E

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!

SCAN ME

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



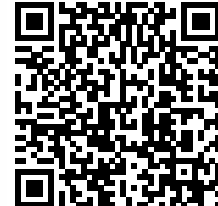
SCAN ME

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 read and watch videos from **Stars Awards 2018**



SCAN ME

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



We look forward to receiving your application prior to the closing date.



Visit **YouTube** and search '**One In A Million Bradford**' to watch our informative videos



CONTACT US by post, telephone or email. Our details:
A: One In A Million Free School, Cliffe Terrace, Bradford, BD8 7DX
T: 01274 723439 E: school@oneinamillion.org.uk

 www.oiam.org/freeschool/