



SAINT BEDE'S CATHOLIC HIGH SCHOOL

JOB APPLICATION PACK

DEPUTY SENCO

(with Teaching Commitment)

MPS/UPS with TLR 2.2



Fons Sapientiae – Fount of Wisdom



APPLICATION PACK OVERVIEW

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MISSION STATEMENT

'We aim to reflect true Christian values proclaimed in the Gospel, and seek to provide a caring community in which young people can grow as balanced individuals, spiritually, morally and intellectually and so participate fully in the real world'.

Saint Bede's is first and foremost a Catholic Community. The spirit of the Gospel is at the heart of our faith, community and relationships. Our ethos reflects the values taught by Christ in the Gospels: love, dignity, peace, service, faith, truth, justice and stewardship. Our mission in education is a work of love, in which all our pupils can receive a broad and balanced Catholic formation, so they can live a full and abundant life. (John 10:10)

We recognise our duty and privilege in upholding the doctrines, traditions and practices of our faith and unite as a community in celebration of our distinct Catholic identity.

We provide a supportive and joyful education of the whole person, helping each of our pupils discern their own unique vocation. We foster a spirit of compassion and service, preparing our pupils to play an active role in the Church, becoming the living body of Christ through support of the most vulnerable and marginalised in our local and global community.

We affirm the value and dignity of each of our pupils and welcome those of other faith and traditions. We recognise that each member of our community is unique in his or her spiritual needs, faith development, interests and motivations. We are committed to ensuring that everyone has the opportunity to know, love and serve God in his or her own way.

HEADTEACHER'S WELCOME

Thank you for expressing an interest in applying for the role of Deputy SENCO and Teacher at Saint Bede's Catholic High School.

As a Catholic school, within the Diocese of Lancaster, our ethos of 'Being a Bede' encapsulates what we believe we are all about in our school. We are a family and a community, in which each child in our care is supported and challenged to make the very most of their God-given potential and be the best that they can be in every aspect of their personal, spiritual and academic development.

Our expectations regarding behaviour, uniform and respect towards others are unapologetically high. Our pupils are proud to 'Be a Bede' and in turn we are proud of them and their achievements. Visitors to the school frequently comment on the calm and caring atmosphere they experience and the warm welcome they receive from pupils and staff alike.

'At Saint Bede's Catholic High School, pupils clearly feel part of a community where they are valued as unique individuals. They readily bear witness to the ways in which they are supported and cared for by senior leaders, the whole staff team, and each other. They appreciate the distinctive Catholic nature of their school, speak warmly of it, and value being part of the St Bede's family.'

Catholic Schools Inspectorate - March 2023

We are seeking to appoint an enthusiastic Deputy SENCO who is qualified to teach. The successful candidate will join our dedicated SEND Department. The SEND department is a hardworking team, led by a dynamic and experienced SENCO. The team share a passion for adaptive teaching and ensuring the delivery of an excellent academic experience for pupils with SEND,

Potential candidates are very welcome to visit our school to meet our pupils and our SENCO.

We look forward to receiving your application.

Yours sincerely,
Mr P Marsden



JOB DESCRIPTION

Salary: MPS/UPS with TLR 2.2

Reporting to: Mr Marsden, Headteacher
Mrs. Abberley, SENCO

Start Date: September 2024*
**Earlier start date may be negotiable for successful candidate*

MAIN PURPOSE

- To assist our Associate Assistant Headteacher and SENCO in managing the provision for pupils identified as having Special Educational Needs (SEN).
- Promote high quality teaching, effective use of resources and high standards of learning and achievement for all pupils.
- Meet the expectations set out in the Teachers' Standards as a Teacher with a reduced timetable.

THE SUCCESSFUL CANDIDATE

- is a great team player, friendly and professional
- is an aspirant or fully qualified SENCO/ working towards the SENCO qualification or would complete the relevant SENCO qualification if successfully appointed
- enjoys working as part of a team and be able to communicate effectively with pupils, parents and staff
- will quickly build rapport and effective professional relationships with both our young people and colleagues
- will enthuse and motivate colleagues and pupils to overcome barriers to learning
- has previous experience of working with children aged 11 -16 in an education setting
- demonstrates personal resilience and role models those personal qualities we wish to instil in our young people.
- has the ability and willingness to work flexibly to meet the demands of the role
- will deliver lessons to a consistently excellent standard
- will arrange and deliver relevant intervention for underperforming pupils

KEY FUNCTIONS

- To support the SENCO in leading the provision for SEN within school.
- To manage appropriate resources for SEND and Learning Support and ensure that they are used efficiently, effectively and safely.
- To support the SENCO in managing the implementation of an inclusive curriculum delivery.
- Within the context of the school's aims and policies, to work with the SENCO to develop and implement intervention groups and support.
- To provide all those with involvement in SEND and Learning Support the support, challenge, information and development necessary to sustain motivation and secure improvement in learning.
- To support the learning of pupils as allocated by the SENCO and in coordination with the Heads of Year.
- To support the management and maintenance of provision maps and pupil passports.

KEY RESPONSIBILITIES

- To support the provision of SEND, including the allocation of support time and the writing of pupil passports.
- To work with the SENCO in overseeing the provision of an EHCP and ensuring that provision is being appropriately delivered.
- To liaise with relevant outside agencies to ensure that individual pupil needs are met effectively and that the requirements of statements are met fully.
- Ensuring that accurate and detailed records are kept of meetings and discussions with parents and outside agencies.
- Ensuring that staff are kept informed of pupils' needs and advise on areas to develop and support.
- Working with the SENCO and other staff to ensure that pupil Profiles are used to set subject-specific targets and match work well to pupils' needs.
- Using data effectively to identify pupils who are seriously underachieving and where necessary create and implement effective plans of action to support those pupils.
- To provide guidance to staff on the choice of appropriate teaching and learning methods to meet the needs of different pupils..
- To work with the SENCO to promote an inclusive curriculum.
- To liaise with and inform parents/carers about the specifics of the provision for their child under the direction of the SENCO.
- To monitor the progress of pupils and advise the SENCO.
- To support meetings of staff, communicate information to staff and co-ordinate resulting action.
- To support the process of access arrangements in liaison with the Examinations Officer.
- To deputise for the SENCO in matters relating to SEND, as and when appropriate

HOW TO APPLY

To apply please submit the CES application form, and supporting recruitment documents, attached with this pack and available from the school website.

For your supporting statement, we ask that you complete this on the application form, using Calibri/Arial font size 11, and no more than two pages in length.

Completed CES Application Forms should be emailed to head@stbedeslytham.lancs.sch.uk or posted to:

MR P MARSDEN, HEADTEACHER
SAINT BEDE'S CATHOLIC HIGH SCHOOL,
TALBOT ROAD, LYTHAM ST ANNES, LANCASHIRE, FY8 4JL

Please note that the closing date for applications is **Wednesday 13th March at 4pm.**

Interviews will be held prior to Easter break. Candidates will be invited to interview by telephone and should ensure that a working day contact number is included in their application.

The required start date is September 2024, however, an earlier start date may be negotiable for the successful candidate.

Visit to the school: If you would like to visit our school before applying, please contact Mrs Kelly, School Manager, on 01253 667 526 or by emailing skelly@stbedeslytham.lancs.sch.uk

