



Northern
Lights
LEARNING TRUST

SENDCO
IAN RAMSEY CE
ACADEMY

APPLICATION PACK



Northern Lights



We are a Multi-Academy Trust currently comprising ten schools – primary and secondary – and over 4,200 children and young people in an area stretching from Teesside through to Wearside.



We are a Teaching School Hub, one of 87 DfE centres of excellence for teacher training and development, focused on some of the best schools and multi-academy trusts in the country.



We are an Early Years Stronger Practice Hub, set up by the DfE to provide advice, share good practice and offer evidence-based professional development for early years practitioners.

OUR SCHOOLS



Benedict Biscop CE Academy
Sunderland



Dame Dorothy Primary School
Sunderland



Grange Primary School
Hartlepool



Hart Primary School
Hartlepool



Holley Park Academy
Washington, Sunderland



Ian Ramsey CE Academy
Stockton-on-Tees



St Aidan's CE Academy
Darlington



St. Helen's Primary School
Hartlepool



St. Peter's Elwick CE Primary School,
Hartlepool



Venerable Bede CE Academy
Sunderland

Every Northern Lights school has its own values and its own vision and that's really important to us because all of our schools are there to serve our community but equally, our Trust is there to serve each other.

We do that with humility and with an openness because at Northern Lights it's not all about the academic – that is really important to us – but we know, as a Trust, we are successful if we have ensured that in an holistic way our children and young people have had every opportunity to experience, to flourish, to thrive, to understand the wonder and the joy of the world around them.

– Jo Heaton OBE, Chief Executive, Northern Lights Learning Trust



Welcome from the CEO

Thank you for your interest in the position of SENDCo within Northern Lights Learning Trust.

We are a growing Multi-Academy Trust that is currently made up of 3 secondaries and 7 primaries across Wearside and Teesside, with our central offices based in Seaham. We educate over 4200 pupils and employ over 550 members of staff and serve a diverse range of schools and communities. Each of our schools have their own individual ethos, values and vision, which sit together as part of our Northern Lights vision of 'Shining Together and Stronger Together'. As a CofE MAT, our schools are a mixture of Church and non-Church schools that range in size and levels of disadvantage. We see this diversity as a real strength to learn from and work with each other.

As a Multi-Academy Trust we are at the heart of the current educational landscape, as a designated DfE Centre of Excellence as a Teaching School Hub and DfE Early Years Hub, responsible for teacher development across all ages and phases of education, working with over 300 schools. We are collaborative in our approach and value professional development highly in all we do.

We seek to be an employer of choice, with 100% of staff satisfaction in our latest survey, '*I am proud to work for a forward-thinking Trust who put people development at the heart*'. We seek to support our staff to develop and thrive.

We are looking for someone whose values align with us as a Trust and has the drive and ambition to work collaboratively to provide the best opportunities and outcomes for our young people.

We look forward to receiving your application.

Yours faithfully

Jo Heaton
Chief Executive Officer



Welcome from the Headteacher

It is my pleasure to welcome you to Ian Ramsey CE Academy, where I am privileged to have been recently appointed to the post of Headteacher.

Ian Ramsey CE is a popular and oversubscribed secondary school at the heart of the Stockton community and its surrounding villages. There are approximately 1187 pupils on roll in years 7-11. In 2022, Ofsted described our academy as a place where 'Pupils and staff have positive relationships. There is an inclusive culture built on a Christian ethos.'

The Christian ethos shapes the daily culture of our school so our children feel safe and are cared for. Our Academy's mission statement, **'Together to learn, to grow, to serve'**, encompasses our commitment to ensuring all members of our community use the gifts we have been given to serve others to learn as individuals and build the confidence to achieve their aspirations.

We provide a broad and inspiring academic experience, which is interesting, challenging, and relevant to the needs of our pupils. We want all our children to reach their full potential, to give them the opportunity to flourish, to recognise and develop their individual gifts and talents and approach the outside world with confidence. Our DEEP curriculum, offers all pupils a first class education based on high-quality teaching and a range of experiences outside of the classroom.

The 2024/25 academic year will be an exciting one for all those involved. Whilst the most recent Ofsted inspection judged the academy to be 'good' in all areas, there is still so much potential that is yet to be recognised and harnessed.

Each member of staff plays an essential role in the day to day running of the school and each can positively impact the children and young people in our care; the post of SENDco will be no different and is a vital role in the whole academy team.

Thank you for your interest in our academy.

Kind regards

Donna Park
Headteacher

SENDCo- MATERNITY COVER

Fixed term contract until May 2026 or the return of the post holder,
required for September 2025, or sooner is possible

Leadership Scale 6-10, starting salary subject to experience

Teachers pay and conditions

IAN RAMSEY CE ACADEMY

Ian Ramsey CE Academy is seeking to employ a dynamic, outstanding professional who will inspire and motivate all within our school community.

This is a fantastic opportunity for a strong, talented, and experienced teacher to join our supportive, enthusiastic, and collaborative team.

Do you...

- Have a proven track record of motivating and inspiring pupils?
- Want to inspire and motivate colleagues and pupils alike?
- Have a desire to remove barriers to learning for children to ensure they achieve the best?
- Can communicate well with parent/carers, staff, and pupils?
- Offer high quality pastoral care?
- Understand what it takes to ensure that quality first teaching is an experience for both pupils and staff?

If so, we would really welcome your application.

In return you will receive:

- A supportive working environment that puts people at the heart of the organisation
- The opportunity to work as part of a growing Trust and shape this role
- Continuous professional development
- National Terms and Conditions of Employment
- Teachers' Pension Scheme/ Local Government Pension Scheme

Employee welfare package through Education Mutual including:

- 24-hour GP access
- Nurse support service
- Mental health services, including stress management, mental health first aid training and bereavement support
- Free Flu vaccinations
- Counselling Services
- Physiotherapy
- Financial wellbeing coaching
- Maternity and Paternity support
- Menopause support
- Access to useful wellbeing resources

Employee benefits package through Vivup including:

- Cycle to work scheme
- Lifestyle savings including discounts on shops, food and drink and days out

CLOSING DATE: -

Applications must be received by: 10am Monday 12th May 2025

Shortlisting will take place on: w/c 12th May 2025

Interviews will take place on: w/c 12th May 2025

HOW TO APPLY:

Applications should be submitted online through your Every portal, or if you prefer you can submit through post to Recruitment, Northern Lights Learning Trust, Spectrum Business Park, Lighthouse View, Building 2, Seaham, SR7 7PR

Applications will only be considered on receipt of an application form, CV's and other forms of application will not be accepted. For further information, or if you would like to arrange a visit to the school, please contact us on recruitment@nllt.co.uk

SENDCo Job Description

Post: SENDCo

Pay Scale: Leadership Scale 6-10

Responsible to: Senior Assistant Head Teacher

Job purpose:

To lead and manage the provision of SEND (Special Educational Needs and Disabilities) across the school, ensuring high-quality education and support for students with additional needs. The SENDCo will ensure that statutory duties are met and that inclusive practices are embedded across the school in line with the SEND Code of Practice and Equality Act.

They will:

- Set a high professional standard throughout the school
- Contribute towards the Whole School SEF and SDP in all areas
- Develop school partnerships
- Promote excellence and the consistency of high-quality provision for all pupils
- Raise standards of pupil attainment and achievement, particularly those with additional needs
- Ensure that there are robust monitoring and support systems across the academy which promote achievement for all
- Ensure that all staff are adequately trained in SEND to underpin teaching and promote maximum progress for individual pupils by leading and organising CPD to enable good practice
- Be the first point of contact and liaise with external agencies regarding Special Needs and LAC children

Strategic Responsibilities SENDCo:

- Lead the development and implementation of the school's SEND policy and provision.
- Advise the Senior Leadership Team on the strategic development of SEND.
- Ensure compliance with the SEND Code of Practice and associated legal obligations.
- Monitor, evaluate, and report on the effectiveness of SEND provision to governors and senior leaders.
- Assist with the promotion of consistently high quality teaching and learning to ensure inclusive provision across the school, through leadership, management, development and systematic implementation of pedagogy
- Play a full part in the life of the school community, supporting its distinctiveness and encouraging all stakeholders to follow this example
- Ensure the provision of an appropriately broad, balanced and inclusive curriculum for all pupils and challenge weakness and low standards in meeting the needs of pupils
- Assist in the Appraisal process and contribute to the process of monitoring and evaluating the curricular or pastoral areas in line with agreed school procedures, including evaluation against quality standards and performance criteria

- Establish a fair, transparent and working ethos in which creativity and innovation are valued and encouraged.

Duties:

The duties outlined in this job description are in addition to those covered by the most recent School Teachers' Pay and Conditions Document. It may be modified by the Headteacher, after discussion with you, to reflect or anticipate changes in the job, commensurate with the salary and job title.

Teaching and learning

- Support high-quality inclusive teaching across the school.
- Work with subject leaders to ensure the curriculum is accessible and adapted.
- Deliver targeted interventions and support packages where needed.
- Model and disseminate effective strategies for teaching students with SEND.
- Ensure that curricular or pastoral areas to which you are assigned provide the highest standards of excellence
- Lead and encourage a learning experience so that every pupil reaches her/his potential.
- Monitor teaching and learning activities to meet the needs of all pupils
- Identify areas for staff development and lead on whole school pedagogy
- Liaise with other schools to ensure that good practice is shared

Provision Management

- Oversee the identification, assessment, and support of students with SEND.
- Coordinate provision for students with EHCPs and SEND Support.
- Ensure accurate and up-to-date SEND records, including provision maps and support plans.
- Lead Annual Reviews for students with EHCPs and manage transition processes.
- Manage the SEND budget effectively and ensure resources meet students' needs.

Working with families

- Build strong relationships with parents and carers, acting as a key contact for SEND-related concerns.
- Coordinate multi-agency input (e.g., Educational Psychologists, CAMHS, SALT).
- Contribute to EHCP applications and liaise with the Local Authority and external agencies.

Leadership

- Encourage all members of staff to recognise and fulfil their statutory responsibilities by setting the highest personal and professional standards
- Be approachable and professional at all times
- Provide training opportunities for all who work in the classroom in order to promote excellence in teaching and learning
- Disseminate good practice in teaching and learning across the school
- Identify resources needed to meet the needs of all pupils and advise the Head Teacher of priorities for expenditure

Maintenance of Professional Standards as identified in the Teachers' Standards, particularly

- Keep yourself fully appraised and aware of educational and other appropriate developments whether national or local, and assess their impact on the school and the team for which you are responsible
- Ensure the highest standards of professional conduct and confidentiality at all times, and, in particular, when with other staff of the school
- Ensure the development and maintenance of a team culture that enables all members of the SEND Team to be effective in their respective roles
- Ensure the development and maintenance of a collaborative culture which demonstrates loyalty and integrity towards school colleagues
- Uphold the school's policies and procedures
- Work closely with the Trust Central Team
- Develop links with Directors, Academy Council, the Diocese, the Local Authority and neighbouring schools

Other Duties and Responsibilities:

Undertake any other reasonable professional task as directed by the Head Teacher or Director of Education.

Person Specification

SENDCo

Qualifications & training	<ul style="list-style-type: none"> • Qualified Teacher Status (QTS) • Substantial teaching experience in a secondary school • National Award for SEN Coordination (or willingness to complete within 3 years in post) • Experience of leading SEND provision and working with students with a range of needs • Demonstrated understanding of the SEND Code of Practice (2015) • a good knowledge and understanding of current educational issues • evidence of recent relevant professional development • willing to undertake level 3 safeguarding training 	Application
Experience	<ul style="list-style-type: none"> • evidence of experience in the co-ordination of Special Needs education • experience of safeguarding • evidence of outstanding classroom practice • a track record of excellence in teaching and examination outcomes • successful management experience of turning theory into practice • experience of leading innovative curriculum development • effective relationships with pupils, parents/carers and staff, commanding their confidence • experience of appraisal of colleagues • experience of direct leadership and management of a significant number of colleagues • involvement in effective staff recruitment, induction and development • no adverse criminal or professional record • excellent record of attendance 	Application, Interview, References
Skills	<ul style="list-style-type: none"> • innovative approach to classroom practice and exceptional teaching skills • ability to monitor and evaluate to ensure that outstanding progress is made in the department you have managed • ability to review and evaluate the efficacy of all activities • excellent leadership and management skills 	Application, Interview, References

	<ul style="list-style-type: none"> • ability to challenge and inspire colleagues to achieve outstanding practice • ability to provide effective professional direction and support to staff • ability to effectively lead and manage change • outstanding communication and interpersonal skills • organisational skills of a high order; able to multi-task and prioritise effectively • ability to manage people, projects and resources effectively • ability to work on own initiative or as part of a team • Ability to use data to track progress and impact of interventions 	
Personal attributes	<ul style="list-style-type: none"> • high levels of enthusiasm, motivation and a commitment to working with children • excellent attendance and punctuality • “professional” role model • high expectations of others • innovative and able to stimulate initiative in others • forms and maintains appropriate relationships and personal boundaries with pupils • absolute commitment to pupils and their learning above all else • passion for learning • relentless determination and commitment to constant review and refinement • drive, high expectations and a commitment to achieving standards of excellence • personal integrity and honesty • keen eye for detail • diligence and ability to sustain work ethic • emotional resilience and ability to work under pressure • ability to motivate self and others to work effectively as an individual and a team member • Reflective, resilient, and solution-focused 	Application, Interview, References

Ian Ramsey CE Academy, part of the Northern Lights Learning Trust, is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

References:

References will be requested prior to interview, unless there are exceptional circumstances, and the applicant does not give consent to do so on the application form. Please contact us to discuss further if you do not consent.

DBS:

Northern Lights Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An application for a DBS certificate will be submitted for all candidates once they have been offered the position. For posts in regulated activity, the DBS check will include a barred list check. During the recruitment process, any offences, or other matters relevant to the position will be considered on a case-by-case basis.

Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure.

Safeguarding:

Northern Lights Learning Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Everyone who comes into contact with children and their families and carers has a role to play in safeguarding children. To fulfil this responsibility effectively, all professionals should make sure their approach is child centred. This means that they should consider, at all times, what is in the best interests of the child.

Pre-employment occupational health:

Pre-employment occupational health checks are an essential part of the selection and recruitment process to assess if any reasonable adjustments are required. In some circumstances, an appointment with Occupational Health may be required to assess fitness for the role.

Equal opportunities:

Northern Lights Learning Trust are an equal opportunity employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community. Applicants with disabilities will be granted an interview if the essential job criteria are met.