



## JOB DESCRIPTION

JOB TITLE: Deputy SENCo (Part time)

RESPONSIBLE TO: Head of Support for Learning

DATE OF ISSUE: March 2019

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### OVERALL PURPOSE

Canford supports learning through a whole-school approach, providing excellent support for all our pupils and enabling them to reach their maximum potential. The SFL department provides specialist programmes for pupils with identified learning differences who may require additional support. Our aim is for pupils to develop the skills they need to think and learn independently. We enable our pupils to develop strategies, gain confidence in their own learning and acquire the study skills that will help them to succeed at Canford and beyond.

The Deputy SENCo will be expected to work closely with the SENCo/Head of Support for Learning and to take an active interest in the wider aspects of teaching and learning within the school, helping to remove barriers to learning.

### KEY RESPONSIBILITIES

- Assisting the SENCo with the identification, assessment and provision for all pupils with Special Educational Needs or Disabilities and to deputise for the SENCo if required
- Assisting with the smooth day-to-day running of the department
- Liaising with and advising fellow teachers on an inclusive, graduated approach to help all learners succeed
- Monitoring student progress and outcomes through the use of progress plans and other school wide or departmental assessment
- Liaising with parents of pupils
- Working with the SENCo to ensure that the school meets its responsibilities under the Equality Act (2010) with regard to reasonable adjustments and access arrangements
- Carrying out assessment for access arrangements

Additional duties as dictated by the needs of the department may include small group or class teaching, running drop-in sessions.

Canford is a very successful co-educational boarding and day school with 655 pupils aged 13 - 18, of whom about a third are day pupils. It has one of the most beautiful settings of any school in the country, and is a very enjoyable and exciting atmosphere in which to work. The pastoral side of the school is very strong and applicants should be willing to play a part in the co-curricular life of the school.

Canford has its own salary scale.

Applicants are welcome to contact the Head of Support for Learning, Hannah Ryan, for further information [hjr@canford.com](mailto:hjr@canford.com)

Please ensure you include details of referees in your application. Please also upload a covering letter and full curriculum vitae. For queries contact the HR Department on 01202 847590 or by email: [recruitment@canford.com](mailto:recruitment@canford.com)

The closing date for applications is Thursday 18 April at 10.00 am, and it is anticipated that interviews will take place on Monday 29 April 2019.

## PERSONAL QUALITIES AND ATTRIBUTES REQUIRED

- Experience of teaching children with SpLDs in the secondary age group
- Postgraduate qualification in teaching children with SpLDs – OCR Diploma or equivalent
- Up-to-date knowledge of JCQ requirements
- Knowledge of recent developments in SEN/Disability legislation
- A positive, supportive and flexible attitude

No job description can fully cover all aspects of such an appointment and therefore the successful person must be flexible and willing to take on other reasonable responsibilities and tasks in order to fulfil the role.

*"Canford School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment."*

*"All successful job applicants will be required to undergo child protection screening."*