

## **Special Educational Needs Coordinator (SENCO) – full time**

### **The Post**

Due to the recent promotion to Assistant Head teacher, we are looking for an experienced, enthusiastic and proactive SENCO to effectively and efficiently lead the Special Educational Needs (SEND) provision at The Queen's School from September 2021.

The SENCO, with the support of the Headmistress and Governing body, takes responsibility for the day-to-day operation of provision made by the school for pupils with SEND and provides professional guidance in the area of SEND in order to secure high quality teaching and the effective use of resources to bring about improved standards of achievement of all pupils.

Excellent interpersonal and communication skills and a flexible approach are essential to meet the varied demands of a school environment.

Applicants must have a thorough knowledge of SEND provision requirements for schools and demonstrate a good understanding of current and future developments in SEN and education. They will have substantial experience in the strategic direction and development of SEND provision.

Moreover, the successful candidate must be able to demonstrate a successful track record in teaching and have experience in leading teams of staff as well as leading whole school training.

### **The Queen's School**

The Queen's School is a leading selective GSA Independent day school providing education for around 500 girls between the ages of 4 and 18 years.

The school is highly successful, with a strong and consistent emphasis on the needs of individual pupils that focuses on enabling pupils to challenge, question and develop. The Queen's school is well known for its excellent pastoral care, which is a hallmark of its community and underpins the academic focus that characterises the school. The vast majority of our pupils go on to attend their first choice university, including medical and Oxbridge places, and leave the school as confident, articulate and well balanced young women.

The school is situated close to the centre of the thriving, historic city of Chester and a few minutes' cycle ride or drive from the unspoiled countryside of Cheshire, Wirral and North Wales. Manchester and Liverpool are within easy reach, and London is 2.5 hours away via train.

The ISI awarded the school the highest standard of "excellent" in all categories in its most recent inspection.

### **Working at Queen's**

The Queen's School has an outstanding reputation for staff and pupil welfare and staff career progression is important. Continuous professional development opportunities are offered, as is specific support for NQTs. The school is a member of the Girls' Schools Association network of schools, enabling access to a wealth of support, information and training.

Teachers at The Queen's School are ambitious for themselves and for the school, but mainly for their pupils, getting to know them as individuals to set challenging but achievable targets. Across all year groups, there is an expectation of excellent results. At the Senior School, this includes the preparation of students for entry to highly competitive courses, including Oxbridge.

The Queen's School invests proactively in technology to support teaching and learning, and an extensive and well-populated Virtual Learning Environment is well used by all pupils and staff at both the Lower and Senior Schools. All pupils in the Senior School have individual iPads and all teachers (Lower and Senior Schools) are provided with individual iPads to enhance their practice.

## Remuneration

Salary: Salary will be determined according to experience.

Pension: The School will comply with its legal obligations in relation to the provision of access to a pension scheme and will automatically enrol you in a pension scheme as and when required by law. Full details will be provided to you with your first salary payment.

## Interview and Appointment

- Please notify the school if you have any disability for which special arrangements need to be made for either the interview or if the position is offered.
- Candidates should be aware that the appointment will be subject to an enhanced Disclosure and Barring Service check.
- Successful candidates will also be asked to confirm that they are medically fit to carry out the duties associated with this post.
- Employers have a legal duty to verify that new employees are eligible to work in this country, under the Immigration Asylum and Nationality Act 2006. Therefore, the successful candidate will be asked to produce their passport and/or visa before commencing work.
- It is also our policy to ask to see original certificate(s) of qualification(s) upon acceptance of the post. A photocopy will be retained for our records in both cases.

## General

To meet with legal requirements please read a copy of our Safer Recruitment Policy, containing our Employment of Ex-offenders Policy, which can be accessed via our website.

## Application

The application form and a letter of application, which should be no more than one side of A4, should be addressed to the Headmistress, Mrs S Wallace-Woodroffe by 9am on Monday 10<sup>th</sup> May and emailed to [recruitment@thequeensschool.co.uk](mailto:recruitment@thequeensschool.co.uk) **Please note we cannot accept CVs unless accompanied by the school application form.**

Interviews will be held on Wednesday 12<sup>th</sup> May and Thursday 13<sup>th</sup> May. If you have not heard from us by 4pm on Monday 10<sup>th</sup> May, please assume that your application has not been successful in this instance.

It is The Queen's School policy that feedback will not be given following application. Please note that applications will only be considered on the school's application form.

For further information, please visit our website [www.thequeensschool.co.uk](http://www.thequeensschool.co.uk) before you come to the School.

*The school is committed to safeguarding and promoting the welfare of our children. Child safety recruitment procedures operate and the post is subject to references and an Enhanced DBS disclosure. We are an equal opportunities employer and welcome applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age.*