



Assistant SENCo/Specialist Teacher

Closing Date: 26th October 2026 at Midday

Applications will be considered upon receipt. We reserve the right to interview and appoint at any stage of the process.

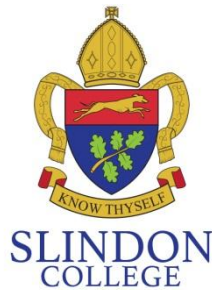
Start Date: As soon as possible, subject to notice period and satisfactory pre-employment checks.



Headteacher: Mark Critchard

Slindon House, Top Road, Slindon, Arundel, West Sussex BN18 0RH

Tel: 01243 814320 www.slindoncollege.co.uk



Job Title:	Assistant SENCo/Specialist Teacher
Hours:	Full Time - 34 weeks/Year
Pay:	Slindon College Qualified Teacher Salary Scale EITHER: £32,371.00- £43,479.00 & APTIS Pension 5% Employer Cont. OR, £29,698.00 - £39,889.00 & APTIS Pension 15% Employer Cont.
Benefits:	Group Income Protection (QTS), Group Life Assurance (QTS), Meals and Refreshments on Duty during term time, Counselling Service, Cycle to Work Scheme, On-Site Parking, Personal Accident Insurance, Discretionary Annual Bonus Award, Fee Remission
Accountable To:	SENCo
Probation Period:	One Term
Contract:	Permanent

An exciting opportunity has arisen for a qualified specialist teacher to join our dynamic and committed team. The successful candidate will work within this supportive environment to contribute to the success of our pupils. This post offers an opportunity to work with a broad range of young people who have barriers to learning and require higher levels of differentiation in a small class setting.

The successful candidate will assist the SENCo with managing the provision for pupils identified as having learning needs; including delivering and promoting high quality teaching, effective use of resources and high standards of learning and achievement for all pupils. This will include working closely with the SENCo and the Learning Support Team and teaching both one to one and small groups as appropriate.

Due to the College's rural location, applicants should ensure they have reliable means of travelling to and from work.

Slindon College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. In addition to normal pre-employment checks, all appointments are subject to an enhanced Disclosure and Barring Service check and safeguarding interview. In addition, a Prohibition Order check, a Prohibition from Management check and overseas checks will be carried out for relevant positions.

All posts are exempt from the Rehabilitation of Offenders Act 1974 and the College is therefore permitted to ask job applicants to declare all convictions and cautions (including those which are 'spent' unless they are 'protected' under the DBS filtering rules) in order to assess their suitability to work with children.

How to Apply

Please complete the Application Form including a supporting statement. CVs alone cannot be accepted. Your application can be submitted by email to hr@slindoncollege.co.uk.

We are happy to accommodate tours prior to application. Please contact the HR Officer to book.

GENERAL INFORMATION FOR APPLICANTS

The College

With unrivalled views of the south coast, the 14-acre setting provides the backdrop to a stimulating, broad and balanced specialist educational experience for a maximum of 120 boys, maximum class size of ten, with additional learning needs aged 8-18 of all academic abilities, taking into account their strengths and talents.

Currently we have approximately 105 pupils on roll, 11 of whom are boarders. Some 98% of our pupils progress to Further Education or Training. We are proud of our College's strong links with the local community and employers which assist us in fully serving the needs of our pupils.

Slindon College employs a team of therapists who work closely with teachers and education staff to ensure pupils' needs are met. We offer a wide and varied curriculum so that pupils, as well as achieving in core subjects, can experience a range of subjects and so choose those that best suit their interests and ability.



Location

The College is situated in the South Downs National Park, nestled in the heart of the Slindon Village near the historic market town of Arundel. The nearest train stations are Barnham and Arundel.

Our Pupils

Our pupils thrive with some additional learning support as most have previously struggled to make progress in mainstream school settings. As a consequence, over a number of years, we have developed expertise in recognising obstacles to learning and putting in place learning pathways which help them to successfully re-engage with education.

Curriculum and Organisation

At KS2/3 all pupils study the National Curriculum. Pupils are grouped for learning in most subjects.

At KS4 pupils study a core consisting of English, Maths, Science, ICT, PE and PSHE. They are encouraged to take four of their option choices. Our facilities enable us to offer a range of vocational qualifications.

All subjects are expected to differentiate learning to meet the needs of the whole ability range and to provide extension activities for the gifted and talented. Additionally, the Learning Support Department provides excellent out-of-class and in-class support for pupils with a range of additional educational needs. Teachers are provided with detailed

information on pupils' strengths, needs, prior attainment and target grades. We are rigorous in applying our assessment for learning policy to ensure that all pupils make appropriate progress in line with national expectations.

Pupils' welfare and educational progress are supervised by Heads of House who remain with the pupils as they progress through the College.



The Staff

The College working environment is stimulating and very busy but we do try to ensure there is opportunity for staff to meet together regularly; we hold briefings every morning and a weekly teaching staff meeting. Lunch is provided for all staff members during term time when on duty.

Continuing Professional Development lies at the heart of our people first values in relation to staff, and we are proud that many colleagues actively seek further development and advance their careers within the College.

More Information

To find out more about Slindon College, please visit our website: www.slindoncollege.co.uk or find us on social media:

Facebook: SlindonCollege

Instagram: SlindonCollege

LinkedIn: Slindon-College

JOB DESCRIPTION

Job Purpose

To assist in managing the provision for pupils identified as having learning needs and to line manage a team of LSA's/iLSA's. Deliver and promote high quality teaching and support, effective use of resources and high standards of learning and achievement for all pupils. This will include working closely with the SENCo and the Learning Support Team and teaching both one to one and small groups as appropriate.

Duties and Responsibilities

Key Functions

- To assist the SENCo in leading the provision for all learning needs within the College.
- To line manage nominated staff resources and ensure they are used efficiently and effectively.
- To manage appropriate resources for Special Needs and Learning Support and ensure that they are used efficiently, effectively and safely.
- To lead on the use of assistive technology through-out the College.
- To develop curriculum resources to ensure that pupils have the required levels of support.
- To support the SENCo in managing the implementation of an inclusive curriculum.
- To teach individual pupils and groups as allocated by the SENCo.
- To assist the SENCo with the organisation and completion of annual reviews.
- To assist in managing and maintaining provision maps and access arrangements.
- To assist the SENCo in organising and facilitating visits from external professionals.
- To assist in facilitating and promoting the use of assistive technology by pupils across the College.
- The post holder should actively seek to increase individuals' mental fitness, wellbeing and resilience through both the sessions they deliver and all of their interactions with members of the community.

Specific Responsibilities

- To support the provision of SEN, including the allocation of support time and the writing of pupil profiles.
- To regular update and maintain the SEN register.
- To liaise with relevant outside agencies to ensure that individual pupil SEN are met effectively and that the requirements of EHCP's 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' learning 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 liaise with and inform parents/carers about the specifics of the SEN provision for their child under the direction of the SENCo.
- To monitor the progress of pupils with SEN and advise the SENCo.
- To support meetings of the learning support team, communicate information to staff and co-ordinate resulting action.
- To offer advice and support to teaching staff in providing a quality first teach approach, under the direction of the SENCo.
- To support the process of access arrangements in liaison with the SENCo and the Exams Officer.

- Coordinate the entry, completion and submission of AQA units (or alternative awards).
- Deputise for the SENCo.

Teaching and Learning

- To be an outstanding classroom practitioner.
- To plan and differentiate well planned lessons suitable to the learners' experience and ability.
- To demonstrate appropriate consistent progress for the majority of pupils, including all vulnerable and ability groups and irrespective of social, ethnic background.
- To employ learning and teaching approaches according to the need and abilities of individuals (one-to-one) and to comply with the teaching and learning approaches adopted in the subject/guidance area as directed by the appropriate subject leader (small group).
- To maintain high levels of behaviour and discipline. To be responsible for the management of your classroom and to provide a stimulating learning environment to increase the learning potential of pupils.
- To use the principles of Assessment for Learning to inform lesson planning.
- To provide the SENCo with evidence of planning and assessment of pupils' work as appropriate.
- To support the effective use of Learning Support Assistants.
- To contribute to the development of the subject area by sharing examples of good and effective practice, reporting back on beneficial professional development received.
- To work collaboratively with colleagues within and outside your subject/specialist area to improve teaching and learning throughout the College.
- To promote adherence to the College's Positive Behaviour Management system, reinforcing this with all taught classes and house groups.

Assessment, Recording and Reporting

- To adhere to the data/record keeping systems across the school and use appropriate data to inform target setting for individual pupils.
- To ensure work is marked, assessed and recorded appropriately.
- To attend Parents' Evenings, produce accurate reports on all pupils, processes, meeting deadlines and setting appropriate targets.
- To support the target setting and review processes, checking and reinforcing targets.
- To monitor pupil progress and identify, encourage and reward success.
- To contribute to the development of systems for identifying, assessing and reviewing pupils with SEN and work collaboratively with the SENCo in carrying out, recording and reporting on appropriate assessments.
- To participate in arrangements for the preparation, assessment (including administration and reporting) and supervision of tests and examinations.

Supporting the College

- To actively participate in House responsibilities including break and lunchtime supervision as part of a duty team.
- To service and maintain school notice boards, classroom and corridor displays.
- To provide an effective, courteous and professional interface between internal colleagues, pupil; the general public, parents and external bodies.

General Responsibilities

- Work at all times in a safe manner in accordance with the College risk assessments and to report all accidents to Matron in line with statutory requirements.
- Participate in training and other learning activities, performance and professional development as required.
- To participate in the supervision cycle according to the College policy.
- Contribute to the overall ethos/work/aims of Slindon College.
- Be aware of and comply with current legislation concerning, but not limited to, Equal

Opportunities, Health & Safety at Work, Fire Safety. Be aware of and comply with the College's policies and procedures relating to Child Protection/Safeguarding, health & safety, security, reporting all concerns to the appropriate person.

- To attend and participate in meetings, events, Parents' Evenings, Parents' Tea and two annual Open Mornings as required.
- Undertake all duties reasonably requested in a manner consistent with the mission and aims of Slindon College.

Confidentiality

- The post holder must at all times maintain the complete confidentiality of the material and information that they handle.
- Maintain and record accurate information in line with Compliance, GDPR and Freedom of Information regulations.

This general job description is not comprehensive and the post holder will be required to undertake such other tasks appropriate to the level of appointment as the Headteacher or Bursar may reasonably require.

PERSON SPECIFICATION

	Essential	Desirable	Method of Assessment
Qualifications			
A good honours degree in a relevant discipline.	✓		Application
Qualified Teacher Status and eligibility to work in the UK.	✓		Application
Hold or be willing to work towards a recognised Qualification in teaching and assessing pupils with Dyslexia/SpLD.	✓		Application
Recognised qualification in teaching pupils with Dyslexia/SpLD.		✓	Application
The National Award for SEN Co-ordination.		✓	Application
Skills and Experience			
Proven experience in being an effective, passionate teacher with a positive presence.	✓		Application/ Interview
Experience of working with external agencies.		✓	Application/ Interview
Experience of teaching pupils with SEND.	✓		Application/ Interview
Experience of Annual Reviews: gathering evidence, preparing documentation and holding the review meetings.		✓	Application/ Interview
Experience with and awareness of legislation regarding learners with disabilities.	✓		Application/ Interview
Understanding of learning difficulties and strategies to help address them.	✓		Application/ Interview
Skill and experience in effectively using ICT/Assistive Technology in teaching.	✓		Application/ Interview
Excellent personal, oral and written presentation skills.	✓		Application/ Interview
Willingness to undertake continued professional development.	✓		Application/ Interview
Personal Attributes			
Ability to work within the school's timetable and adapt to changing needs.	✓		Application/ Interview
Ability to prioritise and meet deadlines.	✓		Interview
Ability to interact in an understanding and patient manner with children who have additional educational needs.	✓		Interview
Ability to develop effective professional relationships with colleagues, pupils and parents.	✓		Interview
Ability to maintain a high degree of confidentiality and to use discretion in dealing with sensitive information.	✓		Application/ Interview

Ability to use relevant data within their subject area to identify strategies for improvement with clearly defined success criteria.		✓	Application/ Interview
A commitment to safeguarding and promoting the welfare of children and young people.	✓		Application/ Interview