



Co-op Academy  
Southfield

# SEND Teacher(s)

*2 permanent; 1 fixed term 0.6 FTE Maternity cover 12 months; and 1 fixed term 1 FTE Maternity cover 9 months*

# Candidate Pack

# Welcome

Dear Applicant,

Thank you for showing interest in our academy and our Trust.

Co-op Academy Southfield is an inspiring place to work and learn, as part of the Co-op Academies Trust, Southfield aims to secure excellence in all aspects of its work. It is one of thirty schools in the Trust, and one of three Special Schools. All schools in the Trust demonstrate a strong commitment to cooperative values and principles. It is therefore vital that applicants are willing to fully embrace these, embedding them into the learning experiences for students and use them to drive up academic standards further. The Trust is a successful and highly collaborative partnership of schools committed to raising the educational ambitions of the communities it serves.

Our academy offers an outstanding, inclusive and inspirational learning experience for pupils aged 11-19 with a wide range of complex educational and medical needs. The academy is designated for up to 360 pupils and students with Severe Learning Difficulties, Profound and Multiple Learning Difficulties and Autistic Spectrum Disorder.

We are seeking to appoint 4 SEND Teachers (2 permanent; 1 fixed term 0.6 FTE Maternity cover 12 months and 1 fixed term 1 FTE Maternity cover 9 months) to join our passionate team in our growing provision at Co-op Academy Southfield for September 2024. The successful candidate will:

- Plan, implement and deliver an appropriate and differentiated curriculum for all students and support a designated curriculum area as appropriate.
- Demonstrate successful teaching experience with pupils with a wide range of SEND.
- Demonstrate experience of planning and presenting a differentiated curriculum and have experience of and a willingness to train in communication approaches to curriculum access.

For further detailed information please refer to the Job Description and Person Specification in the following pages.

Interested in the role?

Should you have any questions regarding this role, or would like an informal discussion with the Academy, and/or would like to arrange a visit, please contact Marie Harper - Staff Development Manager in the first instance via email:

[marie.harper@coopacademies.co.uk](mailto:marie.harper@coopacademies.co.uk)

Completed applications should be submitted via the TES recruitment portal  
<https://www.tes.com/jobs>

Best wishes,

Victoria Clough | Head of School

# Our Co-op Academies Trust

Dear Applicant,

Thank you for showing interest in our academy and our Trust.

The Co-op Academies Trust is a multi-academy trust operating across three hubs: Greater Manchester; West Yorkshire; and Staffordshire and Merseyside. We currently have 33 schools across the regions including secondary, primary and special schools plus a sixth form college. This makes us one of the most diverse multi-academy trusts in England.

The Co-op Academies Trust is governed by a very experienced Trust board consisting of senior members within education and business; about half the members work in senior leadership positions within all areas of the Co-op. Our Trust has a commitment to deliver a three-year strategic plan, developed in 2022, which gives a strong direction of outcomes needed in all areas, community impact and a moral code of practice for all members of Co-op Academies Trust to adhere to.

All our academy governing councils have a Chair of Governors from the Co-op as well as two to four Sponsor Governors. Each hub is led by a Regional Director - a proven leader of schools and an outstanding practitioner with a track record of improvement in education.

Within our leadership team, we have a National Leaders of Education (NLE) and a former NLE. We have a well-developed school improvement offer, including access to 18 different specialist directors. We have the full support of the Co-op who offer a range of services to all our academies, including enrichment opportunities, seconded staff, resources and expertise in the areas of education that overlap with commerce.

Most of our academies have a history of being in very difficult circumstances with many of them serving deprived communities. As well as bespoke individual plans to support academies, we offer school improvement strategies across the Trust that includes school-to-school support, links to external sources of expertise and internal directors. We want the very best for our academies and the diverse communities we serve, with the highest of ambition and aspiration for all students.

Throughout all of our academies you will clearly see our strong core vision and values called the Ways of Being, giving the Trust an ethical code that every stakeholder buys into and engages with.

Good luck with your application and thank you for considering Co-op Academies Trust as the next stage in your career.

Best wishes,

Dr Chris Tomlinson | Chief Executive Officer

# Our Values

Co-op Academies Trust is committed to the values shared by co-operatives everywhere:

Self-help – we support learners, parents, carers and staff to help themselves

Self-responsibility – we encourage learners, parents, carers and staff to take responsibility for, and answer to their actions

Democracy – we give our learners, parents, carers and staff a say in the way we run our schools

Equality – we believe that the voice of each individual should be heard

Equity – we run our schools in a way that is fair and unbiased

Solidarity – we share interests and common purposes with our learners, parents, carers and staff, and with other schools in the communities we serve

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We strive to demonstrate the following ethical values in everything we do:

Openness – we believe in being open with colleagues in our schools and beyond, children and their families, sharing information and ideas to raise standards and life chances

Honesty – we act in a professional and respectful manner in our dealings with everyone

Social responsibility – we maximise our impact on the people in our communities while minimising our footprint on the world

Caring for others – we treat everyone as we wish to be treated ourselves, understanding that children only have one childhood

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We use our simple 'Ways of Being Co-op' to demonstrate our values:

- Do what matters most
- Be yourself, always
- Show you care
- Succeed together

# Job Description

## SEND Teacher Co-op Academy Southfield

Salary: MPS (1-6), UPS (1-3) plus SEN allowance (Minimum to maximum)

Location: Bradford, West Yorkshire

Start date: September 2024

Reports to: Senior Deputy Headteacher

### Purpose of the role

- To plan, implement and deliver an appropriate and differentiated curriculum for all students and to support a designated curriculum area as appropriate.
- To contribute to raising the standards of pupil attainment.
- To monitor and assess pupil progress to improve their quality of learning and personal growth.
- To undertake the professional duties outlined above by having regard to national standards.

### Key accountabilities (and specific duties / responsibilities):

- To teach students and to ensure that planning, preparation, recording, assessment, accreditation and reporting meet their varying learning and social needs.
- To be prepared to teach across the age-range of the school.
- To assist in the development of appropriate curriculums, resources, schemes of work and teaching strategies within the school.
- To set targets for pupils' learning based on prior attainment.
- To devise, contribute to and implement statutory assessment, annual reviews and IEP's.
- To implement and follow school policies and procedures.
- To use ICT to support teaching & learning and raise standards.
- To meet with performance management leaders to set and review appropriate objectives in line with personal and professional school priorities.

### General

- Promote the inclusion and acceptance of all students within the classroom.
- Encourage students to interact and work cooperatively with others and engage all students in activities.
- Challenge and motivate students, promote and reinforce self-esteem.
- Support students consistently whilst recognising and responding to their individual needs.
- Contribute to the overall ethos/work/aims of the school.
- Contribute to the Co-op's overall vision, values and guiding principles.

- Attend and participate in training events and participate in a range of agreed project work.
- Comply with policies and procedures relating to child protection, health, safety and security and confidentiality, reporting any concerns appropriately.
- To carry out any other reasonable request as and when required.
- Model the Ways of Being Co-op for staff and students to follow:
- Do what matters most, Be yourself always, Show you care and Succeed together.

### Professional Expectations

- Put students first and their safety foremost.
- Follow Standard Operating Procedures and contribute to student reviews.
- Lead a class team and participate with briefings and planning discussions. Liaise with parents and other partners.
- Apply school policies rigorously and ensure procedures are followed at all times
- Participate in supervision duties throughout dinner and break time.
- Participate in professional development opportunities.
- Contribute to a positive culture and climate.

### Key Relationships

Pupils

Parents of students at Co-op Academy Southfield.

Colleagues of Co-op Academy Southfield.

Third party individuals providing additional support to our students

Senior Leadership Team

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Whilst every endeavour has been made to outline all the duties and responsibilities of the post, a document such as this does not permit every item to be specified in detail. Broad headings have been used under which the detailed routines are assumed to be included in the job description.

Colleagues should not refuse to undertake work, which is not specified on this form, but they should record what they consider to be additional duties they are required to perform, and these will be taken into account when the post is reviewed.

# Person Specification

## SEND Teacher Co-op Academy Southfield

App – Application form

SP – Selection process (which could include a range of exercises, including an interview)

Ref - Reference

	Essential / Desirable	How identified
<b>Qualifications / Training</b> <ul style="list-style-type: none"> <li>Qualified Teacher Status</li> <li>Higher degree qualification</li> <li>Postgraduate SEN course</li> <li>Participation in work with other schools/agencies.</li> </ul>	Essential Essential Desirable Desirable	App App App App
<b>Experience</b> <ul style="list-style-type: none"> <li>Successful experience of teaching pupils with a wide range of SEN</li> <li>Experience of planning and presenting a differentiated curriculum</li> <li>Experience of/willingness to train in Behaviour Management – Team Teach</li> <li>Experience of/willingness to train in communication approaches to curriculum access</li> <li>Experience of a wider range of schools and other educational establishments</li> </ul>	Essential Essential Essential Desirable Desirable	App & Ref App App & SP App & SP App & SP
<b>Skills, Ability, Knowledge</b> <ul style="list-style-type: none"> <li>Awareness of the SEN Code of Practice</li> <li>Conversant with National Strategies and National Curriculum</li> <li>Understanding of conduct of performance management</li> <li>Trained in Equality of Opportunity</li> <li>Practical understanding of effective teaching and assessment strategies</li> <li>Awareness of the characteristics of an effective special school</li> <li>Awareness of strategies to raise pupil achievement and manage behaviour</li> </ul>	Essential Essential Essential Desirable Essential Essential Essential Essential Essential	App & SP App & SP App & SP App & SP App & SP App & SP App & SP App & SP App & SP

<ul style="list-style-type: none"> <li>• Able to motivate students and staff, setting high standards and provide a focus for improvement</li> <li>• Experience of adapting the National Curriculum to meet the needs of students with a wide range of SEN</li> <li>• Involvement in school improvement work</li> <li>• Specialist subject knowledge</li> </ul>	Essential  Desirable Desirable	App & SP  App App
<b>Personal Qualities</b> <ul style="list-style-type: none"> <li>• Ability to relate well to students and adults</li> <li>• Ability to work constructively as part of a team</li> <li>• Ability to remain calm under pressure</li> <li>• Good co-operative, interpersonal and listening skills</li> <li>• Flexible and willingness to accept change</li> </ul>	Essential Essential Essential Essential Essential	App & SP App & SP App & SP SP App & SP

## Role would ideally suit someone who is:

- Has experience in working within SEN
- Genuinely interested in supporting the school's vision and for students to gain a lifelong love of learning
- Motivated and passionate about achieving the best outcomes for students
- A confident, highly motivated and efficient individual who has a flexible approach to their work
- Interested in and sympathetic towards co-operative values and co-operative education
- Committed to creating the best possible opportunities for students

## How to apply

To apply please complete the TES application form on the TES recruitment portal on <https://www.tes.com/jobs> All completed applications should be submitted via TES.

For an informal chat about the role and the academy, and/or to arrange a visit, please contact Marie Harper - Staff Development Manager - on [marie.harper@coopacademies.co.uk](mailto:marie.harper@coopacademies.co.uk)

The closing date for applications is: 9.00am, Tuesday 30th April 2024

## Interview timetable

Interviews will take place on: Week beginning 13th May 2024

Shortlisting communications will be sent to candidates from our Academy's recruitment email [sthf-recruit@coopacademies.co.uk](mailto:sthf-recruit@coopacademies.co.uk)

*Co-op Academies Trust, as an aware employer is committed to safeguarding and protecting the welfare of children and vulnerable adults as its number one priority. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the Trust on its behalf*

*This post is subject to an enhanced DBS check. We value variety and individual differences, and aim to create a culture, environment and practices at all levels which encompass acceptance, respect and inclusion. All our colleagues are expected to demonstrate a commitment to co-operative values and principles, and the Ways of Being Co-op.*

## What we offer:

- Excellent opportunities for personal and career development within the Co-op Academies Trust;
- Employee benefits such as retail discounts, reduced gym membership, cycle to work scheme and much more;
- Local government pension scheme and recognised continuous service;
- Co-operative flexible benefits, including cycle to work and 30% Co-op discount and 10% from non-branded products. Discount on Co-op services (insurance & legal)
- Season ticket and rental deposit loans
- Free flu vaccine and eye tests with money towards glasses
- Free access to our 'Health Assured' a confidential 24/7 Employee Assistance Programme;
- Access to Wisdom - our Health & Wellbeing app to support your well being on the go
- Effective, supportive and dynamic leadership;
- A superb, school building with a flexible and creative ICT rich working environment;
- A welcoming, friendly, supportive, effective and efficient professional/Continuing professional development.

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Co-op Academy Southfield,  
Haycliffe Lane, Bradford, BD5 9ET

[southfield.coopacademies.co.uk](https://southfield.coopacademies.co.uk)

Telephone: 01274 779662

*Co-op Academies Trust is committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage or civil partnerships.*

*Co-op Academies Trust as an aware employer is committed to safeguarding and protecting the welfare of children and vulnerable adults as its number one priority. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the Trust on its behalf. This post is subject to an enhanced DBS check. We value variety and individual differences, and aim to create a culture, environment and practices at all levels which encompass acceptance, respect and inclusion. All our colleagues are expected to demonstrate a commitment to co-operative values and principles, and the Ways of Being Co-op.*