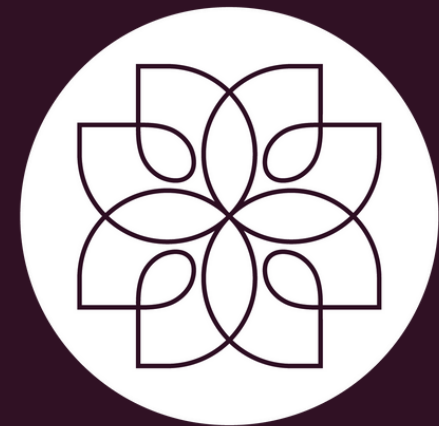


SENCo & teacher (primary)



ABINGDON
HOUSE SCHOOL

VACANCY INFORMATION PACK





Introducing *Abingdon House* *School*

Thank you for your
interest in our school.

Abingdon House School accommodates a variety of needs and provisions through our specialist approach within a mainstream styled school. We cater for students with specific learning difficulties such as dyslexia and dyspraxia, autistic spectrum condition, social communication difficulties, and other associated needs. Our educational model is guided by the '4Cs' from our logo, encompassing the skills and traits with which we aim to empower our students: confidence, competence, creativity, and character.



CONFIDENCE | COMPETENCE | CREATIVITY | CHARACTER



Introducing *Abingdon House* *School*

We are part of the Cavendish Education Group.

Cavendish Education is a family of independent co-educational day schools, boarding schools, and colleges for students with special educational needs between the ages of five and 21.

Cavendish has been transforming common perceptions of specialist education with an unparalleled approach that sits between mainstream and traditional SEN schools. All Cavendish schools challenge the meaning and implications of neurodiversity, with a curriculum that supports students to excel in ways they never thought possible.





The role *at a glance*

Special educational needs co-ordinator & teacher

- Full-time role, based in South Kensington
- This is a Prep School role, with a particular need for primary-trained English teachers
- Classes have around ten pupils each and include mixed ages – generally across two year groups
- You will be allocated a caseload of students for whose SEN needs you are responsible, including adherence to EHCPs
- You will coordinate with teaching and therapy staff to produce and manage IEPs, oversee annual reviews, and deliver other necessary assessments





Key responsibilities

The **main aspects** of this role are:

SEN co-ordination and oversight

- Overseeing academic and therapeutic provision for an allocated caseload of students, ensuring adherence to pupils' EHCPs
- Coordinating with teaching and therapy staff to produce and manage these students' IEPs and targets, monitoring progress and fielding caregiver queries where needed
- Checking for progression within targets, following up with staff where there is a cause for concern
- Overseeing annual reviews and other necessary assessments in line with LA, legislative, and school guidelines
- Assessing trial students' needs and feed this information back to the admissions team
- Providing records and assessments where required to support appeal and tribunal processes
- Maintaining up to date continuing professional development
- Attending all inset training days and other training opportunities

Teaching and pupil support

- Planning, preparing, delivering and evaluating educational programmes of support for students that are appropriately individualised to support students' SEN
- Working collaboratively to maintain a coherent approach to the teaching and support of students with SpLD
- Maintaining standards of care and discipline in line with school policies, supporting the school's ethos and values

Contributing to school life

- Supervising students when required
- Participating in regular staff and team meetings
- Participating in whole-school events
- Providing cover when other staff members are unavailable
- Provide safeguarding support on and outside the school premises





Person *specifications*

We're looking for an **experienced and compassionate SEN teacher** to join our school. You'll be able to show these **essential skills and requisite experience**:

- QTS
- SENCo qualification and/or experience
- Demonstrated experience and passion for working with children with SEN/SpLD
- IT literacy to support in-classroom learning and record-keeping, including with Google Suite
- Knowledge of relevant risk management, health and safety, and child protection practices
- Excellent communication skills
- Demonstrated ability to work as part of a team

In addition, these skills and experiences are **desirable**, though not essential:

- Experience in both national and international teaching settings
- 2+ years experience in SEN teaching and/or SENCo
- Primary-level English specialisation

CONFIDENCE | COMPETENCE | CREATIVITY | CHARACTER





Role details & how to *apply*

- Working schedule: 37 weeks per year (term time only), 40 hours per week.
- Benefits include workplace pension scheme, lunch provided daily when on-site, and breakfast provided twice weekly when on-site
- Opportunities for future advancement, including joining the middle or senior leadership teams.

If you have any questions about the role or would like to apply, please get in touch with us: HR@abingdonhouseschool.co.uk

