

Candidate Brief

Deputy SENCo/Specialist Teacher
(Maternity cover from February 2024)



Haileybury

Haileybury is a leading co-educational independent boarding and day school in Hertfordshire with around 900 pupils, aged 11 to 18. Founded in 1862, Haileybury is a school that is rooted in history and tradition, but which is innovative and progressive.

Haileybury has an outstanding reputation in the UK and internationally and was judged “*excellent in all areas*” by ISI in October 2022.

Situated on a beautiful 500-acre estate within easy travelling distance from London, Cambridge and various international airports, Haileybury offers a world of opportunity for pupils within a happy and purposeful community.

Haileybury is an **academically selective** school that creates learners who are ambitious, intellectually curious, imaginative and collaborative. Inspectors described pupils as “happy learners who appreciate the value of the broad education they receive and who enjoy the process of learning”.

We have a comprehensive system of **pastoral care and wellbeing**. Our House structure is led by an outstanding wellbeing team and Haileybury has onsite Health and Wellbeing Centres including a Counselling Service available to pupils and staff.

The **extensive co-curricular offering** at Haileybury provides a breadth of opportunity, and depth in terms of specialist provision. Pupils enjoy both individual and team successes at national and international level in sport, as well as achieving national awards in the performing arts. Through experiencing the co-curricular programme our pupils develop character, resilience and self-confidence.

Haileybury is **ambitious and thought leading**. For example, our new state-of-the-art SciTech Project includes laboratories that will house our research collaboration with professors from Stanford University allowing pupils to take part in real-life scientific endeavour.

We place great emphasis on playing our part in **the wider community**. The School has a vibrant and inclusive Chaplaincy and community outreach programmes support the School’s central value of service to others.

Haileybury has a strong **international dimension**, with two partner schools well established in Kazakhstan and further schools due to open in Bangladesh and Malta. Haileybury also proudly sponsors our academy partner, Haileybury Turnford, in the UK.

Our goal is for pupils to leave Haileybury with **a passion for learning, a strong sense of their own identity and respect for others**.

The Role

The School is seeking an innovative, self-motivated Deputy SENCo/Specialist Teacher to join our forward thinking and ambitious Learning Support team.

The post holder will be responsible for promoting the learning and welfare of pupils by providing practical and learning support within the Learning Support Department.

The successful candidate will be able to demonstrate a range of fundamental skills required for the delivery of a curriculum adapted to meet the needs of pupils with SEND. They will be a passionate and committed advocate for SEND children and comfortable teaching from Lower School (Year 7) through to Upper Sixth. The post-holder will be directed by the Head of Learning Support but their duties will include identifying pupils that need further support, coordinating reasonable adjustments according to need and being able to share these with staff members. The candidate will also be expected to be committed to improving educational outcomes for pupils with special educational needs, to lead professional development through example and support, and co-ordinate the provision of high-quality professional development.

Duties:

- Support the work of learning support/shadow teachers, teaching assistants and teachers working with SEND pupils.
- Work closely with the SENCo and the Deputy Head (Academic), keeping staff regularly informed of pupil progress, interventions and support in place and highlighting, where necessary, changes and developments needed.
- To work alongside the Learning Support team and play a key role in delivering direct teaching to pupils as part of their curriculum.
- To assess, monitor and evaluate identified pupils' baseline and progress and refer students to the Haileybury Specialist Assessor.
- To plan and support interventions in and out of the classroom with pupils who require additional mentoring to achieve.
- To communicate on an ongoing basis, with the Head of Learning Support and the wider teaching staff regarding specific needs and support of individual pupils.
- Contribute to the general functioning of the Learner Support Team as appropriate. This may include whole group, small group and 1:1 support. Use a range of learning strategies appropriate to the needs of learners and regularly review and adapt materials in response to both internal and external factors such as learner feedback and new research.
- Provide support and assistance for pupils' pastoral needs (e.g. promoting self-esteem and overall wellbeing).
- Maintain contact with parents/guardians, third parties and external agencies as appropriate, about pupils' progress.
- Attend meetings and training workshops.

Person Specification

- The candidate should be a dynamic, enthusiastic, and well-qualified, with considerable experience of working within an Inclusion or SEND department, working with children with additional needs.
- Experience of working under the SEN Code of Practice and JCQ guidelines in providing reasonable adjustments and access arrangements in exam year groups.
- Experience of teaching and supporting pupils with specific learning difficulties, hearing impairments and visual impairments desirable but not essential.
- Have experience in leading staff in developing their knowledge and expertise in working with SEND children.
- Formal SEND qualifications, such as the NASENCO award, preferred.
- A good understanding of developing and delivering a quality curriculum and learning experience for young people with SEND, ensuring the School is in line with regulatory requirements.
- Be enthusiastic and committed to improving educational outcomes for pupils with special educational needs.
- Passionate about providing enriched learning opportunities for pupils in and out of the classroom to help pupils to develop their self-confidence, independence and abilities.
- Excellent verbal, written communication and IT skills.
- Willingness to undertake training and development relating to the role including working with outside agencies.
- A hard-working and flexible attitude with a passion for working with children. The ability to work as part of a team.
- The ability to be creative and use initiative to engage children.
- The ability to work under pressure, with enthusiasm, motivation and commitment.
- The ability to work with other professionals, such as medical staff, speech and language therapists and educational psychologists.

In addition to the above, all teachers are expected to play a full part in the wider co-curricular life of the School, which includes leading and supporting activities beyond the classroom. Staff are responsible for maintaining good order and discipline among the pupils, and all staff share a responsibility to safeguard pupils, and to ensure pupils' health and safety.

Development and Support

Professional development and learning sit at the heart of our school, and the successful post-holder will be joining a vibrant intellectual community.

They will receive bespoke, individualised support from their line manager and access to our comprehensive professional development programme.

Our teaching body is collegiate and supportive. The Common Room is welcoming and staff wellbeing is prioritised. The School has a full-time Health Centre as well as a Wellbeing Centre, Counselling Service and a resident Chaplain.



Equality, Diversity and Inclusion

Haileybury is an equal opportunities employer and is committed to treating all employees and applicants equally irrespective of any protected characteristic.

The School is committed to its strategy of diversity and inclusion and encourages applications from staff with diverse backgrounds. In this way, the School wishes to enrich the collective knowledge and experience of its staff body. Staff are encouraged to contribute their ideas in order to help shape a curriculum that explores a range of perspectives, and meets the needs of our diverse pupil body.



Travelling to Haileybury

Air

London Heathrow (50 minutes by car), London Stansted (30 minutes by car) and London Luton (40 minutes by car) airports are within easy reach of Haileybury. London Gatwick Airport (75 minutes by car) is only slightly further away. All are served by rail links to central London.

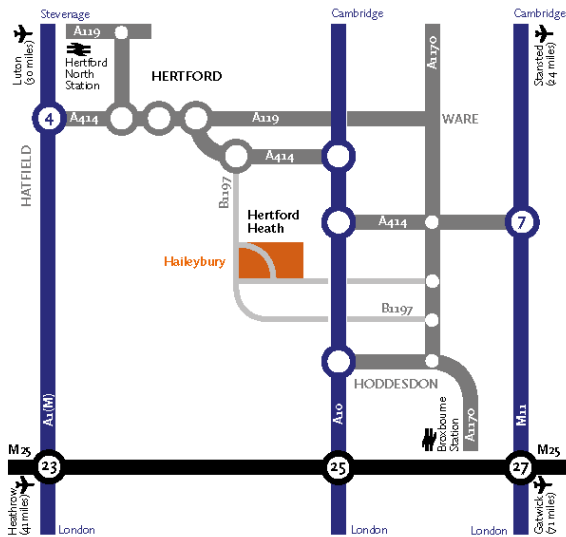
Rail

There are two main line railway stations close to Haileybury. Hertford North to London (Moorgate or King's Cross) is a 40-minute journey. Broxbourne to London (Liverpool Street) is 35 minutes. Hertford North is a five minute car ride from Haileybury and Broxbourne is 10 minutes away.

Road

Haileybury is conveniently located close to the A10 and easily accessible via the M25, A1(M), M11 and A414.

- From the South East: Leave the M25 at junction 25 to join the A10 north (Cambridge), exiting the A10 at Hoddesdon.
- From the South West: Leave the M25 at junction 21a to join the A405, then the A414 to Hatfield and on to Hertford. The B1197 leads to Hertford Heath village.
- From the North: Leave the A1(M) at junction 4 for the A414 to Hertford, or leave the M1 at junction 7 (St Albans) for the A414 to Hertford.
- From the East: Via the M11 leave at junction 7 (Harlow) for the A414 to Hertford.



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