



SENDCO

High Tunstall College of Science Job Pack

Inspire | Support | Achieve

Dear Applicant

Thank you for taking the time to consider becoming a member of our special educational needs team, High Tunstall College of Science is a proud college with a proud whole staff team that are fully committed to ensuring that the College continues to serve the needs of all students in its community.

I am in my 15th year as Headteacher at High Tunstall College of Science. In that time the College has changed dramatically. We have spent over £22m on the facilities, we have ensured that we have developed staff friendly employment policies and the College uses restorative behaviour practices based on the "When the adults change" model. The family friendly environment of our college is second to none.

Since 2019 we have seen a 46% in student numbers and a 450% increase in the number of students that are in receipt of an Education Health and Care Plan, now meaning that we expect to pass the 100 student mark, something that we are proud of, but we recognise that this level of need brings its own organisational issues and this role is designed to help overcome these challenges.

We are the centre of excellence in mainstream inclusive education in Hartlepool and this role is designed to support the role of our Senior Specialist SENDCo in ensuring all students needs are met across the College. In this role we are looking for someone to compliment the team with knowledge of cognition and learning needs and how to support these needs across a large secondary school.

We recognise that we can only meet the need of all by having a strong team and a strong inclusive ethos and so if you are interested in joining us you must be fully supportive of being able to meet the needs of all.

We are a college rated GOOD by Ofsted in June 2016 and again in July 2021 and if you wish to find out more about High Tunstall College of Science I encourage you to visit our website www.htcs.org.uk and also make contact with Mrs Helen Meggs, Headteachers PA to book an appointment to visit the College. We want this move to be right for you as well as for us.

If you choose to apply for the post then I look forward to receiving your application.

Mark Tilling

Headteacher

High Tunstall College of Science

Introduction from the Headteacher





Our ethos at **High Tunstall**

At High Tunstall, our vision is that we inspire and support our learners to achieve their potential. We do this by developing our High Tunstall Learners within our community.

'As High Tunstall Learners we INSPIRE one another by getting involved, being imaginative and enjoying challenges. As High Tunstall Learners we SUPPORT one another by showing respect, being positive and having pride in our community. Together, as High Tunstall Learners we can ACHIEVE. The High Tunstall Learner – Embrace Every Opportunity'

We develop High Tunstall Learners by instilling our Magnificent 7 character traits within all in our community. There are 3 Personal Development characteristics and 4 Learner Development characteristics which can be seen below...



WELCOME



High Tunstall College of Science is an 11-16 Maintained Foundation School serving students from the North West of Hartlepool, a proud coastal town in North East England. The facilities we have are unbeaten within the secondary sector in Hartlepool and a visit is greatly recommended to see just how good they really are.

The College is proud of its place in the community, the Tunstall Active community programme offers much to clubs, societies and the local community members of Hartlepool. All of our facilities are accessible in the community and these consist of a swimming pool, hydrotherapy pool, community gym, MUGA, 3G football pitch, theatre and dance studios. All staff get free membership to our gym and facilities as we believe a healthy body leads to a healthy mind.

High Tunstall has two additional resourced provisions, the ARC serves 20 students who have Autism and/or medical and physical difficulties recognised by an Education Health and Care Plan and has been established at the College for over 20 years. The Rise Centre is designed to support up to 46 students with moderate learning difficulties in a purpose £1m building. It will be full in September 2025 when we admit students that means they stretch from Year 7 to Year 11.

The College also has a number of inhouse alternative curriculums to meet the social, emotional and mental health needs of the students that choose to attend High Tunstall. We want to support our community and reflect our community in all its guises.

The College operates a curriculum that is traditional in design, broad and balanced in its aim and reactive in its nature to local economic and social demands. All of our students, no matter their needs, will be delivered a curriculum that meets their individual need and prepares them for adulthood and working in a 21st century economy. No student should face barriers in life because they have needs that need additional support.

"We are proud
of the staff and
students of the
College."

Mark Tilling
Headteacher





JOB ADVERT IN BRIEF

SENDCo

Salary: MPS/UPS (£31,650–£49,084)

+TLRID (£9,782)

Full Time

HIGH TUNSTALL COLLEGE OF SCIENCE

Elwick Road, West Park, Hartlepool, TS26 0LQ

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www.htcs.org.uk

11-16 Co-educational comprehensive, N.O.R. 1397 (Foundation Status)

'A GOOD SCHOOL – OFSTED 2016 & 2021'

High Tunstall College of Science is seeking to appoint a SENDCo for an Easter 2025 start, the role is designed to help and support the Senior Specialist SENDCo in ensuring all students needs are met across the College.

In this role we are ideally looking for someone to compliment the team with extensive knowledge of developing strategies to meet the needs in the area of cognition and learning across our college. This post is not suitable for an ECT but is open for colleagues who wish to train and take the SENDCo qualifications.

In the changing world of education we know that the level of need seen in primary schools is rising and we as a secondary school need to ensure that we are ready for the demands we will face in the future so if you:

Enjoy a challenge and don't mind hard work.

Believe that every child deserves the best education in their local community school.

**Have expertise that will help develop our teachers so they are all truly teachers
of students with SEND.**

This job at High Tunstall College of Science is for you!

As a new member of staff you will be joining "Team Tunstall" at a pivotal moment in its history, where every child does matter and at a time of great change in education. We are embracing that change by proudly working in partnership with all schools, academies and Hartlepool Local Authority so every child succeeds.

Supporting documents and how to apply for this post are available on the College website:
www.htcs.org.uk/vacancies via the Face-Ed link.

The College is committed to safeguarding and promoting the welfare of children and to equality of opportunity. An enhanced DBS will be required.

Closing date: Friday 24th January 2025, 12 noon

STRATEGIC PRIORITIES

STRATEGIC Priority 2 high quality teachers and teaching practices

Our purpose is to ensure all teachers and support staff are skilled and equipped to support optimal, future-focused learning. We will accomplish this by resourcing and implementing high quality teaching practices across all faculties at the College.



STRATEGIC Priority 4 Positive outcomes.

Our purpose is to hold and communicate explicit high expectations for the performance of students and positive student outcomes. We will achieve this through a college culture of high academic expectations in which college leaders and staff demonstrate a belief that all students can learn at high levels.



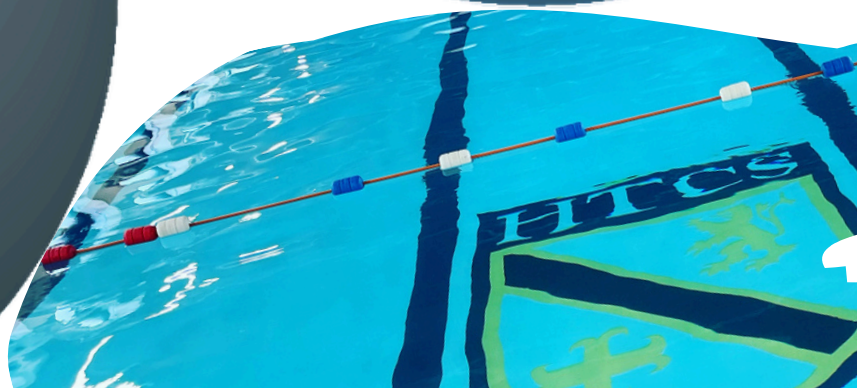
STRATEGIC Priority 1 engaged, committed and successful students

Our purpose is to increase the level of achievement and engagement of all students across the college. The college will function as an effective learning community and support a climate of performance excellence for students and staff. We will demonstrate a welcoming and inviting environment for all students, families, and community members. We will make an intentional effort to involve ALL students in academic and extra-curricular activities.



STRATEGIC Priority 3 progressive educational environments and use of resources to achieve high-quality service delivery.

Our purpose is to ensure the effective use of all resources deployed at the college. We will accomplish this by continuously improving the physical and learning environments of the college. We will improve access to learning opportunities in all areas of college life.



JOB DESCRIPTION

SENDCo

Key Purpose of the Post

The main purpose of this post is to be a SENDCo for SEND students throughout the College; to be part of the leadership that ensures statutory requirements are met and manage the implementation and review of the College's SEND provision offer whilst monitoring the progress of SEND students and supporting their progress through leadership.

This post-holder will:

- Operate as SENDCo ensuring the College wide graduated response and leading on ensuring statutory requirements are met
- Manage transition for SEND students
- Work with stakeholders to ensure the College meets the needs of SEND students
- Ensure allocated EHCP reviews are scheduled and occur
- Teach in College according to subject specialism or within specialist provisions

Key Responsibilities

- To oversee allocated students with EHCP and SEND support plans
- To ensure that students access appropriate qualifications and provision whilst at college
- To facilitate successful programmes of transition in both pre and post-secondary for students entering and leaving High Tunstall; college tours, PCPS, handover meetings, overviews, extended transition and summer school arrangements
- Working with the Leadership Team to ensure that quality first teaching promotes, at least, expected progress for all SEND students
- To organise and evidence exam concessions
- To meet the requirements of SENDCo in the SEND code of practice
- To work alongside the Senior Specialist SENDCo to maintain the SEND Provision map and support with student learning considerations documents for all necessary student requirements
- Maintain accurate and updated records accessible for all staff on SEND student register
- Ensure all allocated EHCP reviews are scheduled and occur; education advice and all relevant paperwork is provided to LA and completed
- To work closely with the Teaching and Learning team in developing effective strategies for learning which impact on the progress and achievement of all students specifically those with SEND.
- To engage with a range of external agencies including health, education welfare, social services and to maintain links to these local specialists who can provide in-depth practical help and support.
- To support the relevant leaders in ensuring all SEND students have outstanding behaviour and attendance
- In collaboration with Inclusion leadership, update SEND information for reporting, website sharing and SEND policies to keep information current and accurate.

A full job description is available in supporting documents.

For more information please contact:

Mr Mark Tilling – Headteacher

mtilling@hightunstall.hartlepool.sch.uk





PERSONAL

Specification

Attributes	Essential	Desirable	Assessment
			
Qualifications and Training	<ol style="list-style-type: none"> 1. Qualified Teacher Status 2. Degree 	<ol style="list-style-type: none"> 1. SENCO qualification (statutory requirement), or willingness to achieve SENCO qualification within 3 years if not currently held 2. Evidence of Continuing Professional Development 	<ul style="list-style-type: none"> • Application form • Letter of Application • References
Experience	<ol style="list-style-type: none"> 3. Proven record of increasing rates of student progress through identification of appropriate provision for students 	<ol style="list-style-type: none"> 3. Experience of working in more than one school 4. Implementation of effective strategies to raise achievement in students with SEND 5. Experience of teaching and supporting students with cognition and learning needs 	<ul style="list-style-type: none"> • Application form • Letter of Application • References • Interview • Teaching Task
Knowledge and Understanding	<ol style="list-style-type: none"> 4. Understanding of best practice in the effective use of student support strategies available for young people with SEND 	<ol style="list-style-type: none"> 6. Understanding of best practice in meeting the objectives of education health and care plans 	<ul style="list-style-type: none"> • Interview • Letter of Application • References • Teaching Task
Skills and Personal Qualities	<ol style="list-style-type: none"> 5. Ability to offer support and challenge and the ability to foster positive relationships with adults and young people 6. Excellent Communication and interpersonal skills with adults and young people 7. Ability to work under pressure and to meet deadlines 	<ol style="list-style-type: none"> 7. Ability to analyse complex issues and plan strategically 8. Experience of working effectively with stakeholders and outside agencies 	<ul style="list-style-type: none"> • Application form • Letter of Application • References • Interview



MAKING YOUR APPLICATION

If you are interested in this post, it is essential before applying that you speak directly to Mr Mark Tilling or Rachael Gray at the College.

Curriculum Vitae is not required

Candidates are asked to submit an accompanying letter of application of no more than two sides of A4 paper.

We look forward to receiving your application by **Friday 24th January 2025, 12noon** via our College website **htcs.org.uk/vacancies** using the Face-Ed link to apply for this vacancy.

The College has adopted the principles of Safer Recruitment and will safeguard and promote the welfare of children and young people, and expects all staff and volunteers to do the same. If successful, you will be subject to an enhanced DBS check.



Training

The successful candidate must be prepared to undertake training and development, as required, particularly in relation to the introduction of new technologies and continuous professional development.

Teaching Staff Benefits

Currently the College offers a wide range of benefits to staff, including:

- A strong commitment to professional development, with a substantial budget for whole school training and individual courses
- Enrolment into Teachers Pension Fund
- Free parking on site
- Free use of the state-of-the-art Tunstall Active facilities (including fitness suite, swimming pool and 3G pitch)
- Annual flu vaccination
- Medical benefits including quick access to Occupational Health, Physiotherapy and Counselling

High Tunstall College of Science

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