

# COLEHAM PRIMARY SCHOOL



## SENDCO

**Permanent Post, 1.0 FTE  
MPR/UPR (+ TLR £2,667)**

**Required:** September 2018

**Closing date for applications:** Thursday 15<sup>th</sup> February 2018 (9.00am)

**Interview date:** Thursday 8<sup>th</sup> March 2018

We are looking to appoint a permanent, full-time SENDCO from 1<sup>st</sup> September 2018.

The successful candidate will:

- Be an outstanding teacher, with experience across the Primary age range;
- take day to day responsibility for the operation of provision made by the school for pupils with SEN;
- provide professional guidance in the area of SEN in order to secure high quality teaching and the effective use of resources;
- develop their own understanding and knowledge of SEN issues and apply that knowledge and understanding, in order to co-ordinate effectively;
- contribute to leadership team decision-making and School Development Planning, particularly in respect of SEND and equality of provision for all pupils;
- plan and lead CPD sessions for teachers and Teaching Assistants;
- communicate effectively with external agencies, parents, teachers and the Head;
- consider the strategic direction and development of SEN provision in the school;
- with the Head, lead and manage SEN staff and organise their deployment;
- work closely, in conjunction with our TA leader in school;
- maintain the school's Management Information System (i.e. SIMS) for SEN pupils;
- work with individuals or small groups, where appropriate.

The ability to communicate at ease with stakeholders and provide advice in accurate spoken English is essential for the post.

For further information and an application form, please visit the Vacancies section on our school website: [www.colehamprimary.co.uk](http://www.colehamprimary.co.uk) If you have any general queries please contact the school office (tel. 01743 362668) or e-mail [admin@colehamprimary.co.uk](mailto:admin@colehamprimary.co.uk)

Visits to the school are encouraged. Scheduled tours have been arranged for:

- 9.15am on Monday 5<sup>th</sup> February
- 4.00pm on Monday 12<sup>th</sup> February

Please contact the school office if you would like to book on to one of these sessions.

Coleham Primary School is committed to safeguarding and promoting the welfare of children and young people. All applicants will be subject to a DBS check before the appointment is confirmed.

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# Coleham Primary School

Coleham Primary School is situated near the River Severn, in the County Town of Shrewsbury. It is very much a community school, the children drawn mostly from the local area, which has an attractive mixture of housing including Victorian and some community properties. The school building is used by the community some evenings and weekends.

The school is situated in very attractive grounds, including a conservation area, with a pond and wooded walks and a new outdoor classroom. The grounds are well maintained and offer spaces for the children to play and relax as well as the usual sporting areas. We have a beautiful, restored Victorian Coach House which is used for music lessons and art activities.

Our reception classrooms are in a demountable building in the grounds, separate from the main school building. Each class has well maintained outdoor areas. Both classes regularly enjoy using our conservation area for forest school activities.

There are normally around 420 children on roll in the school, in 14 classes. There are two classes in each year group, planning together.

Excellent office, Support Staff and Midday Supervisory Assistants form an effective team with the teaching staff. Children with Special Needs are supported by a well-developed Special Needs system.

Teachers plan together to ensure complete curriculum coverage and the sharing of expertise. There are regular whole staff, Key Stage, support assistant and administration staff meetings and the senior leadership team meet every week. Continuing professional development is available for all staff, through in-school and externally provided activities and courses. The training and meetings are an important aspect of school and individual development and the successful applicant will be expected to attend.

If you wish to visit the school to see the setting and find out more about the school before applying for the post, please come at one of the following times:

- 9.15am on Monday 5<sup>th</sup> February; or
- 4.00pm on Monday 12<sup>th</sup> February

Please contact the school if you would like to book on to one of these sessions.

The closing date for applications is Thursday 15<sup>th</sup> February 2018 (9.00 am). Interviews will be held on Thursday 8<sup>th</sup> March 2018. If you have not heard from us by that date, your application has not been successful this time.

We thank you for your interest in this post. Please contact the school for any other information you require.

If you wish us to acknowledge the receipt of your application form, please enclose with it, a SAE.

HEADTEACHER

Ms Claire Jones  
[head@colehamprimary.co.uk](mailto:head@colehamprimary.co.uk)

SCHOOL ADMINISTRATOR

Mrs Jane Hilbert

[admin@colehamprimary.co.uk](mailto:admin@colehamprimary.co.uk)

School telephone number

01743 362668

School Fax number

01743 340442

School Address

Coleham Primary School

Greyfriars Road

Shrewsbury

SY3 7EN