

The Sovereign Trust Candidate Application Pack

SEN Class Teacher (Primary Teacher preferred)

Manor Academy are looking to appoint a teacher to join the team at Manor Academy.

The full job description and person specification can be found at the end of this pack.

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The Sovereign Trust



We are a family of schools who believe that by learning and growing together we can inspire children to achieve their highest personal achievements at the same time as enjoying individualised, innovative and creative teaching and learning.

We create environments in our academies that nurture, encourage exploration, celebrate creativity and forge a love of learning. The Sovereign Trust was established in 2016 with the aim of providing exceptional opportunities for learning for a family of special academies across the region.

We started with 2 special schools in Trafford; we now have 4 academies which includes one in the Salford area. Our academies cater for pupils from the age of 2 to 19. Most of the pupils have an Education, Health and Care Plan and may have a diagnosis of Autism, Down syndrome, Physical or Medical needs, Learning difficulties or Social, Emotional and Mental Health issues.

To offer this type of education, we invest heavily in the people who work in our academies. Great academies have great leaders and great staff. Our team has leaders who have proven track records of taking under-performing schools to Outstanding, and once there, maintaining that level of excellence.

This is an exciting time to be part of The Sovereign Trust family, and I am proud to work with such exceptional professionals to deliver on our promise of exceptional opportunities for learning to every child in our care.

Our aims and aspirations are ambitious, as they should be; our children deserve no less. I hope that you will find all the information you need about us on our website <https://www.thesovereigntrust.uk/>

Manor Academy



Thank you for showing an interest in our school. Manor Academy is an 11-19 provision for children who have a range of learning difficulties and additional needs. All pupils have moderate or severe learning difficulties but many have additional needs such as autistic spectrum condition, social and emotional mental health and physical disabilities.

We believe at Manor Academy that everything should start with the young person. We aim to create a safe, happy environment where all pupils are valued. We offer a broad and balanced curriculum with a wealth of opportunities. This not only gives the pupils an enriching school experience, but will also help prepare them with skills for life in the wider community. We offer a welcoming and supportive environment to parents, carers and their families. Our highly skilled staff look to celebrate all the achievements of our pupils.



‘At manor academy, we aim to create a happy, secure and stimulating learning environment in which all members of the school community can grow in confidence and develop their full potential. We provide the best possible opportunities and care to enable achievement. We make the difference so they can’



A real focus of our nurturing school is to prepare our pupils emotionally and socially to become self-reliant, caring, responsible adults. Our small classes allow for varied support which is tailored to individual needs, ensuring that all pupils can reach their potential both academically and in terms of developing independence skills. We want our children and young people to be the best they can be within an environment which challenges and supports. We focus upon academic standards but equally important to us is the development of

independence skills and resilience to enable all to achieve and stand out as valued member of their communities.

Job Advert: SEN Class Teacher (Primary)

Key Information

Role:	SEN Class Teacher (Primary)
Salary:	Teachers' Main Scale M1 – M 6 + 1SEN
Employer:	The Sovereign Trust
Location:	Manor Academy, Manor Avenue, Sale M33 5JX
Working Pattern:	Full Time. The school's teaching week is 27.5 hours. In a typical week this will consist of 25 hours teaching and at least 2.5 hours PPA time. ECTs will have 4.5 hours PPA time across the week.
Contract Type:	Fixed term of 1 Year from September 2024. (Maternity Cover)
Pension:	All teaching staff are auto-enrolled into the Teachers Pension scheme. You can opt out of the scheme at any time.
Benefits:	Salary sacrifice schemes for purchasing bikes used for travel to work, through monthly interest free salary deductions. Employee Assistance Programme provides access to a range of wellbeing services.

An Opportunity has arisen for a Teacher to join our hard working, successful and forward-thinking school as a SEN teacher.

Manor Academy is a Good school held in high regard both locally and nationally. We are a proud member of the Sovereign Trust. The Sovereign Trust is a thriving Multi-Academy Trust currently consisting of four special schools covering a whole range of SEND and phases of education.

Our school is a special school for children with identified Social Emotional and Mental Health needs (SEMH), Autism and moderate learning difficulties. All children have an Educational, Health and Social Care plan (EHCP). Staff work alongside other agencies to ensure the very best of outcomes for both our children and their families.

As a team, we are strongly committed to offering our children an excellent, in partnership with their families and the local community. We are now looking to recruit a teacher who shares our values, energy and commitment. If you are flexible, creative, enthusiastic and passionate about supporting young people with complex profiles, we would love to hear from you.

We encourage you to view our website for a greater insight into our school: <http://www.manoracademy.org>

The successful applicant will:

- Be motivated by our core values;
- Be passionate about supporting our most vulnerable children;
- Have the emotional resilience needed to work with young people who have a range of complex needs;
- Have the inter-personal skills needed to foster positive relationships with children, other staff members, parents and other agencies;
- Be able to demonstrate high levels of empathy and understanding for children who have experienced difficult times;
- Possess excellent teaching and classroom management skills;
- Have a good understanding of the National Curriculum expectations together with a secure knowledge of how to differentiate this for learning needs of all children;
- Have an energetic, enthusiastic approach to their role in a school, displaying high energy levels in order to provide creative and dynamic lessons;
- Hold high expectations of themselves and others;
- Have strong commitment to team work.

We can offer you:

- Friendly, interesting children who want to succeed;
- Parents and carers who are supportive and willing to work together to provide consistent support between home and school;
- A staff team who are dedicated to providing a trusting, supportive and secure base for all;
- Dedicated and protected three hours of PPA time per week;
- Bespoke performance management to ensure you have the support you need towards fulfilling your career aspirations;
- A forward-thinking environment where innovation and current research is used to ensure our provision is the best it can be;
- A unique school that encompasses a variety of teaching methods and learning styles;
- An experienced leadership team who are keen to support all to achieve their goals and future aspirations;
- The opportunity to be part of our school as we plan new and exciting opportunities in the future.

Please see the job description and person specification for more information

Job Description and Person Specification

SEN Class Teacher Manor Academy

Job Description:

This job description may be amended at any time after discussion with you, and in any case will be reviewed annually. For the full Conditions of Employment please refer to the relevant pages of the School Teachers' Pay and Conditions Document.

This role is based within our Equals department catering for pupils with SLD, MLD and other additional needs. The classes are taught as a KS3 class and KS4 class and is fully class based. The role will consist of teaching Maths to both classes and then topic from the equals curriculum, details of which can be found on our website.

Main Responsibilities

General

- To undertake such duties as the Headteacher may reasonably determine, in accordance with the School Teachers Pay and Conditions of Service document in force at the time.
- To recognise that she/he is appointed as a member of staff at Manor Academy, and that she/he may be deployed in any situation appropriate to her/his qualifications, experience and/or skills.
- To follow and fulfil all responsibilities and expectations set out in the Teachers' Standards outlined by the Department of Education.

Knowledge and skills

- Principles and practices of effective personalised teaching and learning to meet the needs of children with complex SEND
- Principles and practices of monitoring/assessment/evaluation
- Principles of curriculum planning
- Using assessment and data to plan sustained development of pupils in all areas of their development
- Maintain a safe learning environment, ensuring the safety and wellbeing of pupils is prioritised
- The application of computing to learning, teaching and subject management
- Working in/leading teams/partnerships to deliver improvements
- Processes and systems for monitoring and evaluation
- Resource planning and management
- School improvement strategies and the process of school self-evaluation

Personal Qualities (Emotional Intelligence):

Self-awareness	Social awareness
Emotional awareness	Empathy
Accurate self-assessment	Organisational awareness

Self-confidence	
Self-management	Relationship management
Emotional self-control	Developing others
Transparency	Inspirational Leadership
Adaptability	Change catalyst
Achievement orientation	Teamwork and collaboration
Initiative creativity	Influence
	Conflict management

Person Specification

Attributes	Essential	Desirable	Application	Observation	Interview
Qualifications	<ul style="list-style-type: none"> • An undergraduate degree in a relevant subject area • Qualified teacher status • Additional CPD undertaken specifically on supporting pupils with SEN • PGCE in Primary Education or equivalent 	<ul style="list-style-type: none"> • SEN specialism • Knowledge and understanding of a trauma informed way of working in schools • A knowledge and understanding of working with SEND students • Attachment awareness and the ability to put knowledge into practice 	✓		✓
Experience	<ul style="list-style-type: none"> • Experience or expertise in SEN starting at Entry Level qualifications • Experience of maintaining a high quality, safe and stimulating learning environment • Ability to teach using a wide variety of strategies to maximise achievement for all 	<ul style="list-style-type: none"> • Experience of using de-escalation strategies outlined by Team Teach • Specific examples of maintaining high expectations to allow all pupils to fulfil their full potential 	✓	✓	✓

	<p>children, including those with special educational needs and high achievers and to meet differing learning styles.</p> <ul style="list-style-type: none"> • Experience of creating and maintain effective partnerships with parents to support pupil's learning 	<ul style="list-style-type: none"> • Knowledge of the Equals Curriculum and experience delivering it 			
Professional Understanding, Knowledge and skills	<ul style="list-style-type: none"> • Have the ability to assess and record the progress of pupils' learning to inform next steps and monitor progress. • To be able to analyse data in order to set targets and next steps to achieve SMART targets • Knowledge of how the curriculum can be adapted to meet the needs of pupils with a range of SEN relevant to the age range of the school including assessment recording and reporting • An in-depth knowledge and understanding of safeguarding and how to promote the wellbeing of pupils • Awareness of the Education Acts and the SEND code of Practice 	<ul style="list-style-type: none"> • Experience of working with other agencies • Experience of working collaboratively with other schools, universities and organisations • Sound knowledge of assessment 	✓		✓
Teaching and Learning	<ul style="list-style-type: none"> • A passion for working with young children • Practical understanding of effective teaching and evaluation strategies for pupils with SEN • Able to differentiate learning objectives to meet the needs 	<ul style="list-style-type: none"> • Successful and sustained teaching experience across relevant key stages • Recent experience of teaching in KS3 and KS4 • Subject specialism of Maths 	✓	✓	✓

	<p>of all levels of ability in the class</p> <ul style="list-style-type: none"> • Proactive in solving problems-being solution focused during lessons • Creative in approach to planning and delivering lessons • Able to manage pupil behaviour effectively • Able to use ICT to advance pupils' learning, and use common ICT tools for their own and pupils' benefit. 				
Leadership and Management	<ul style="list-style-type: none"> • Able to manage a class effectively • Have experience of deploying TAs to accelerate pupils progress in all areas • Able to motivate pupils and staff, setting high standards and provide a focus for improvement 	<ul style="list-style-type: none"> • Hold aspirations for future career development 	✓	✓	✓
Professional values, qualities and skills	<ul style="list-style-type: none"> • Hold high levels of emotional intelligence • Able to establish and develop good relationships with all involved in the school • Able to work effectively as a team member • Ability to communicate effectively in writing and orally • Flexible and approachable • Resilient under pressure • Able to deal sensitively with people and resolve conflicts • High levels of energy and enthusiasm 	<ul style="list-style-type: none"> • Bring personal interests and enthusiasms to the school community • Ambitious 	✓	✓	✓

	<ul style="list-style-type: none"> • A good sense of humour and ability to find solutions in challenging circumstances 				
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How to apply

Are we the right school for you?

If you wish to be considered for this vacancy, you should complete the attached application form. Please note that only applications on the Trust's application form will be considered. Candidates who submit a CV will not be short-listed. Completed applications are to be returned to hr@thesovereigntrust.uk to arrive by 9am on the deadline day. Tours of the school can be arranged upon request. Please contact hr@thesovereigntrust.uk for further information.

Closing date for receipt of applications:	Tuesday 7 th May 2024
Shortlisting:	WC 7 th May 2024
Interviews for successful candidates will be held at Manor Academy:	WC 13 th May 2024

Keeping Children Safe in Education

The Sovereign Trust is committed to safeguarding and promoting the welfare of its pupils and expects all those working for the Trust to share this commitment.

An online search will be carried out and a Childcare Declaration form will be required from shortlisted candidates.

This post is subject to a satisfactory two-year reference history, which we will endeavour to seek prior to interview, Disclosure & Barring Service (DBS) check (previously CRB), medical clearance, and proof of legal working in accordance with the Asylum and Immigration Act 1996.

A copy of our Safeguarding and Child Protection Policy can be found on our website by following this link <https://www.thesovereigntrust.uk/policies-1/> .