



**Truro and Penwith
Academy Trust**

Vacancy Information Pack

School Name:	Mullion Community Primary School
Job Title:	Class Teacher with SENDCO responsibility

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Letter from Chair of Board of Trustees	www.tpacademytrust.org/web/application_pack/604811
Application Form	www.tpacademytrust.org/web/application_pack/604811
Equality and Diversity Monitoring Form	www.tpacademytrust.org/web/application_pack/604811

[Mullion Community Primary School]

Job Title:	SENDCO
Pay Point / Pay Range:	Main Pay Range M1 to M6 (dependent on experience) with a special educational needs (SEN) allowance
Full Time Equivalent Annual Salary:	£28,000 to £38,810 (plus SEN 1 payment of £2,384) pro rata
Actual Annual Salary for this Role: Must be calculated please so that candidates can assess future income If you are not sure about this calculation, please seek advice from HR & Payroll	£9,250 to £12,358 $(£28,000 + £2,384) \times 0.3 = £9,250$ $(£38,810 + £2,384) \times 0.3 = £12,358$
Contract Type:	0.3 Permanent
Hours Per Week / Weeks Per Year	1 ½ days per week during term
Closing Date:	12 midnight on Friday 2 nd December
Proposed Shortlisting Date:	W/c: 5 th December 2022
Proposed Interview Date:	Monday 12 th December

To find out more about Mullion Primary School please visit:	https://www.mullion-ji.cornwall.sch.uk/website
To discuss this position please contact the Headteacher:	Email – head@mullion-ji.cornwall.sch.uk Telephone – 01326 240585
Application packs can be downloaded from:	www.tpacademytrust.org/web/application_pack/604811
Please email your completed application form and equality & diversity monitoring form by the closing date to:	secretary@mullion-ji.cornwall.sch.uk

SENDCO Advertisement

We are seeking to appoint a passionate and dedicated SENDCO for 1.5 days per week to join our team at Mullion Community Primary School. This post will be dedicated to the role of SENDCO and does not involve any responsibility for teaching a class.

As SENDCO, your key responsibilities will be:

- Develop and oversee the implementation of the school's SEN strategy and policy;
- Carry out assessments of pupils with SEN to identify needs and monitor progress, including observations in the classroom and meeting with teachers and parents;
- Work with classroom teachers, SLT, parents and relevant external agencies to develop, implement and monitor individual support / learning plans;
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of pupils;

You will work with a solution-focussed approach in order to achieve the best possible outcomes for the pupils of Mullion Community Primary school. You will also be committed to working in partnership with colleagues within Truro and Penwith Academy Trust.

This post would not be suitable for NQTs.

To discuss this opportunity or to arrange a visit to Mullion Community Primary School, please contact Davina Morgans on secretary@mullion-ji.cornwall.sch.uk

To apply and for further information, please visit the Vacancies section of our website: <https://www.mullion-ji.cornwall.sch.uk/website> Application forms should be returned to Davina Morgans - secretary@mullion-ji.cornwall.sch.uk

Please note that successful candidates will be informed via email.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment. All successful applicants will be subject to appropriate pre-employment checks and will be required to complete a Disclosure and Barring Service (DBS) Enhanced Check, a Safeguarding Self-Declaration Form and satisfactory online searches undertaken.

School Information for Applicants

School Address:	Mullion Community Primary School, Willis Vean, Mullion, TR12 7DF
School Telephone Number:	01326 240585
School Email Address:	secretary@mullion-ji.cornwall.sch.uk
Name of Headteacher:	Mrs Alexi Read
Website Address:	https://www.mullion-ji.cornwall.sch.uk/website

Welcome to Our School

This information pack will provide you with an insight into our school and offer some practical information which will be of use to you as a prospective member of our school community.

Mullion Community Primary School is situated on the Lizard peninsula. We put the children at the centre of what we do at Mullion Community Primary School by aiming to instil in our children a love of learning and develop a 'can do' approach that enables them to grow ambition. Our children develop an understanding of themselves as individuals, with their own talents and characters, as well as value the people and world around them. We are committed to preparing our children for the next stage on their journey so that they are able to grasp all and any opportunities for their future.

Our School enjoys working collaboratively and will continue to do so as a new addition to our partner schools within Truro and Penwith Academy Trust.

We welcome visitors as this is the best way to see our school, experience our purposeful and exciting curriculum and meet our motivated and engaged children. Please phone the school telephone number provided if you would like to arrange to look around.

General Background

Mullion Community Primary School is located in the small village of Mullion on the Lizard Peninsula. The school caters for children between the ages of 4 - 11. Currently we have 153 pupils on roll and offer a rich & diverse curriculum, as well as a well-developed programme of extracurricular and after-school activities. We have an inclusive ethos and embrace diversity. In January 2023 we will be joining Truro and Penwith Academy Trust and have embraced the early stages of this since September 2022. Our school also enjoys working collaboratively with our hub schools as well as having excellent links with the local Pre-School, Flying Gulls which is based on site.

Class Organisation

The school currently has 153 children on roll across six classes.

EYFS / Year 1 with Becky Higgins, Year 2 with Lucy Warwick, Year 3 with Faye Rigby and Bethan Hayhurst, Year 4 with Alex Wells and Clare Jones, Year 5 with Rachel Thomas and Year 6 with Lauren Mckellar-Savage and Lorraine Brown.

Staff Organisation

The school has a Headteacher, a Head of School, 3 full time teachers and 6 part time teachers. In addition, we have a team of highly skilled and dedicated support staff who are a key part of our teaching and learning team. Our SENDCO and our SEN TA are integral to the effectiveness of our team.

We are strongly committed to staff development and learning and are committed to all staff growing professionally.

Our Curriculum

Our curriculum is well-established and embeds a school wide pedagogy for teaching and learning. The children are taught an ambitious curriculum through subject-specific lessons where pupils learn the skills needed to secure and deepen their learning. First-hand experiences are key to the children's learning and we aim to use our incredible local environment to enhance learning. Pupils are taught to learn more, do more and remember more through our approach to teaching and learning. This is supported by a reading-rich curriculum where pupils explore through fiction and non-fiction texts that are closely connected to the context of learning.

Safeguarding

TPAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment.

Shortlisted candidates will be required to complete a Safeguarding Self-Declaration Form as part of their application. We will also carry out online searches as part of our due diligence on the shortlisted candidates, as updated in the Keeping Children Safe in Education recommendations. This may help identify any incidents or issues that have happened, and are publicly available online, which the School or Trust might want to explore with the candidate at interview.

Successful candidates will be required to complete a Disclosure and Barring Service (DBS) application and Health Assessment form as part of their pre-employment administration. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provide that when applying for certain jobs and activities, certain convictions and cautions

are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.

Application Information

We hope that you find this pack provides all of the information you need in order to consider your application for the post. Should you have any questions or matters you would like to discuss informally, or to arrange a visit, please contact:

Contact Name:	Davina Morgans
Contact Email Address:	secretary@mullion-ji.cornwall.sch.uk
Contact Telephone Number:	01326 240585

Please note that CVs will not be accepted.

Application packs can be downloaded from:

Closing Date:	12 midnight on Friday 2 nd December
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Completed applications must be returned to the email address above and be received by 12 Midnight on the closing date provided.

Interview Date(s):	Monday 12 th December
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To ensure the fairness of the selection process, shortlisting will be based upon information which you provide in your application, and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification.

If we have not contacted you within 14 days of the closing date, it is unlikely that you have been shortlisted on this occasion. Many thanks for your interest in this post.