



Education and Skills Division Recruitment Pack



School Effectiveness SEND Consultant

***We are Proud, Fair and
Ambitious***

We are Newcastle!

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Welcome



As the new Director of Children, Education and Skills I am delighted that you have shown an interest in applying to work in our great city. I am very proud of the services that we provide and the commitment that our staff have for making a difference to the children, young people and their families within the local authority area.

Following the launch of Evry, earlier this year we have made a strong commitment to all of our babies, children and young people ensuring that we provide opportunities for education, employment and of course accessible activities and things to do across all areas of the city.

Newcastle is a fantastic city to live in and a fabulous place to work no matter what role you choose to play.

Cath McEvoy-Carr, Director of Children, Education & Skills



Welcome to Newcastle! You will read lots of facts and figures about the schools and education system in the city elsewhere, so I won't bore you with repetition. What do you really want to know? Well, I hope it's something like: what's it really like to work for the Council and particularly in the education and skills team? You would be joining a Directorate and team that really tries, every single day in every single way, to put children and young people first. At the same time, we look after and care for and about our staff.

The Council has great employment terms and conditions, including a favourable annual leave allowance and a flexi system (new to me when I came to Newcastle – and now I love it and use it). There are lots of opportunities to develop personally and professionally, and you'll be based in the centre of one of the best cities in the country with a great transport infrastructure to get you into work and back home again, but also out and about in the region. We do expect you to work hard, but the rewards are fantastic.

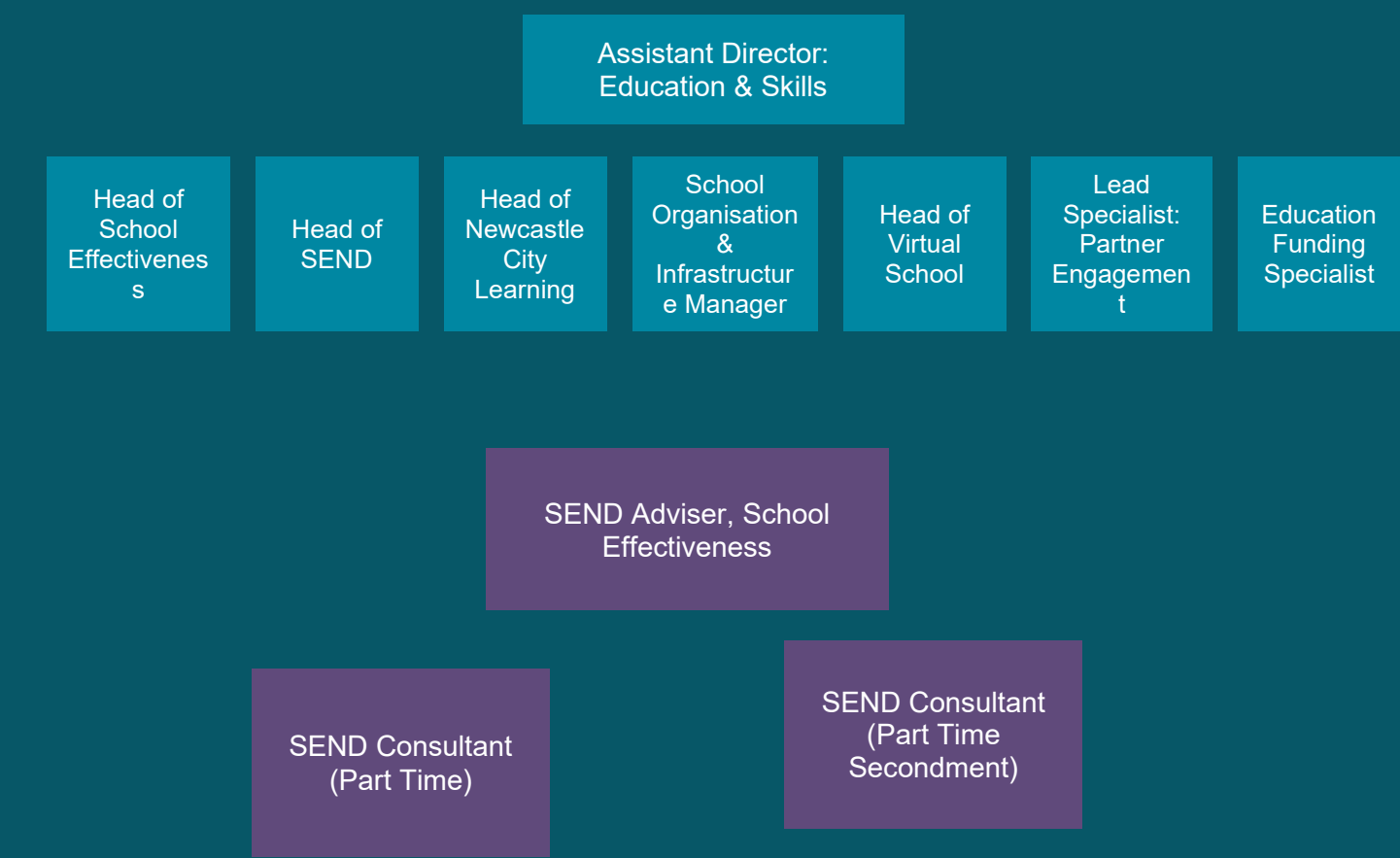
If you decide to apply for a role within the education and skills team, I wish you luck and I look forward to meeting with you should you be successful.

Mark Patton, Assistant Director: Education & Skills

About us

The Education and Skills Division is a vibrant team of over 200 staff supporting the children and young people of Newcastle from 0—25 years.

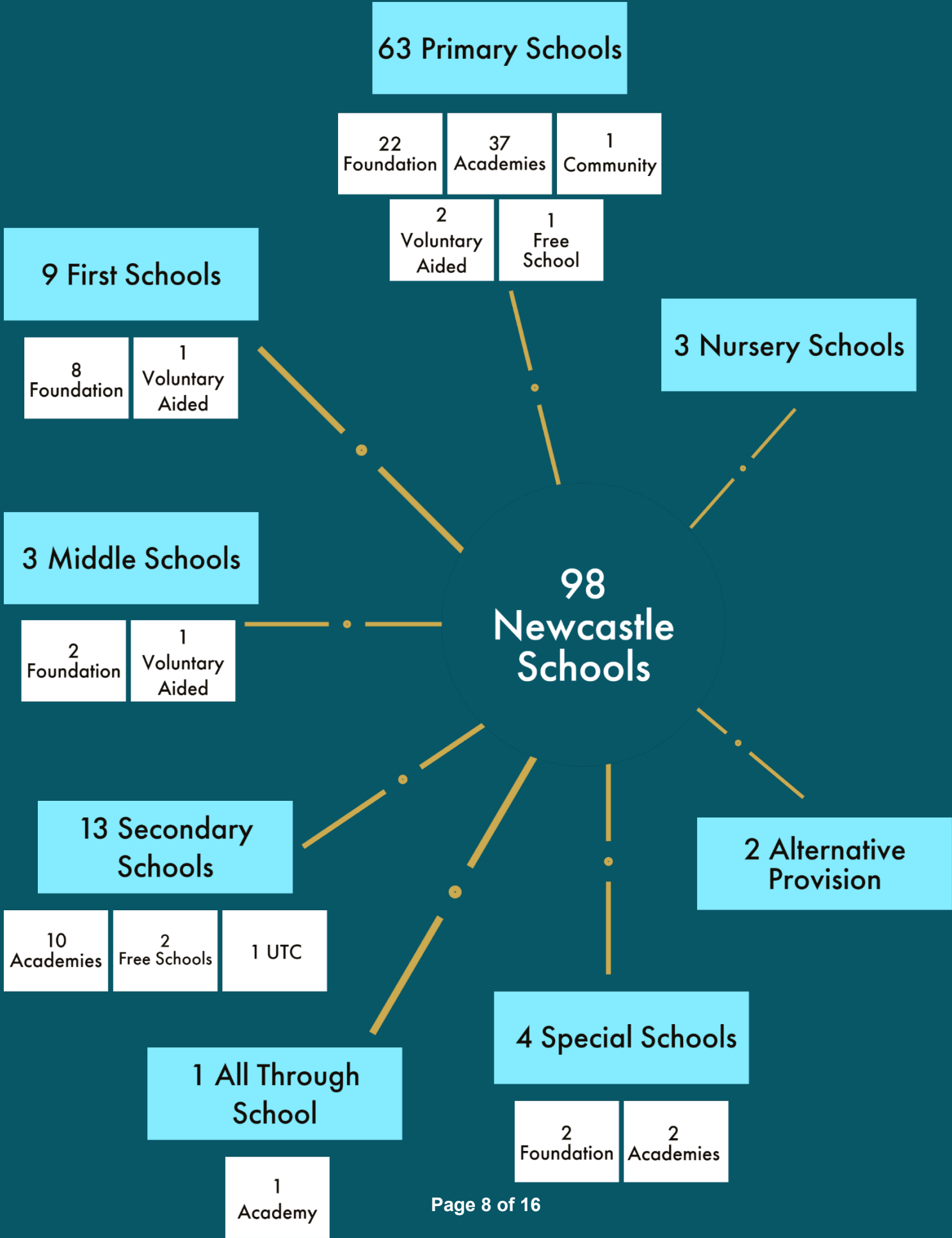
Our Senior Team



Our Priorities

- ❖ Work with mainstream schools to plan, resource and deliver flexible and bespoke curricula which meet the needs of all pupils enrolled.
- ❖ By working in close partnership with local education, health and care services and providers, ensure that children with SEND and those in the care of the local authority attend school regularly, have low rates of exclusion from school and achieve good outcomes.
- ❖ Working with our wider system partners through the Children and Families Newcastle service, improve the outcomes of Newcastle's children and young people who are most disadvantaged and thus give them a better start in life, at least equitable with their peers (no child left behind).
- ❖ Move closer towards our goal of every Newcastle school being rated as GOOD or OUTSTANDING by Ofsted (no school left behind).
- ❖ Embed robust processes for the accurate and reliable forecasting of pupil numbers, so that every Newcastle child, regardless of need, can access a high-quality school place in the City.
- ❖ Working with schools and families to improve school attendance and decrease exclusion rates in the city's schools, especially for our most vulnerable children.
- ❖ By listening carefully to children and their families, and through joined up working with our partners, ensure that our Local Offer for those with SEND is of good quality.
- ❖ Ensuring that there are opportunities for young people and adults in the City to gain meaningful skills and qualifications that will help them into or return to the world of work, and also opportunities to keep on learning for pleasure, enjoyment and personal fulfilment.

Our Schools



Who are we looking for?

What do we want?

We are seeking a full time SEND consultant to join the School Effectiveness SEND team at Newcastle City Council.

You will be advising, supporting and challenging schools to ensure that young people in Newcastle get the best education possible, regardless of any special educational needs or disabilities.

You will be an experienced SENCO with the credibility to work effectively with school leaders, the Council's SEND team and with networks of school SENCOs.

You will be passionate about achieving strong outcomes for all young people. You will be an excellent communicator, demonstrate that you can develop strong networks and be able to deliver effective training.

In return, you will be a valuable part of a supportive and successful team, working in close collaboration with almost a hundred schools. Most importantly, you will have an opportunity to make a positive difference across a vibrant, international city.

Why work for Newcastle City Council?

Newcastle City Council offers you a great opportunity to work in a vibrant city with proactive and committed people who have a genuine desire and motivation to support positive outcomes for the residents of Newcastle, striving to achieve the values of being Proud, Fair and Ambitious.

What do we offer?

As an employee of Newcastle City Council, you will have access to:

- A competitive salary
- Access to the Local Government Pension Scheme
- Generous annual leave in addition to Bank Holidays, with the ability to buy additional leave annually
- Various flexible working options
- Agile working, enabling both home and office-based working
- A generous Flexi Scheme
- Access to Occupational Health, mindfulness sessions and other wellbeing initiatives
- Access to various salary sacrifice schemes, for example bike to work, car parking, home electronics, tax efficient saving contributions towards your pension
- Discounted travel passes
- Access to union membership

If this might be you, please email sue.alexander@newcastle.gov.uk for an informal discussion.

Job Description

Job Description

Post Title: School Effectiveness Consultant - SEND

Division: Children and Families

Grade: Soulbury (Grade 7-10) + 3 SPA points

Responsible to: School Effectiveness SEND Adviser

Responsible for: N/A

Job Purpose: To provide challenge, support and advice to schools that improves outcomes for children with special educational needs and /or children with disabilities.

Main Duties: The following is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

- 1 To work closely with the School Effectiveness SEND Adviser to promote and support inclusion within schools.
- 2 Deliver services to schools as part of the team's core and traded offer of support.
- 3 Support the development of training programmes, networks, guidance and the sharing of good practice across the city.
- 4 Provide support and challenge in relation to schools' self-evaluation of their provision for SEND and inclusion.
- 5 Contribute to the improvement of schools causing concern or those at risk of becoming so.
- 6) Support with the monitoring and challenge of school performance of pupils with identified special educational needs.
- 7) Liaise with SEND services to ensure effective communication of information and processes.
- 8) Develop and maintain positive, collaborative relationships and partnerships both within and outside of the Council.
- 9) To promote and implement the Council's Equality policy in all aspects of employment and service delivery.
- 10) Assist in maintaining a healthy, safe and secure environment and to act in accordance with the Council's policies and procedures.

Person Specification

Post Title: School Effectiveness SEND Consultant

Division: Children and Families

Part A

The following criteria (experience, skills and qualifications) will be used to shortlist at the application stage:

Essential

- Qualified Teacher Status
- Experienced and effective SENCO in a school with NASC Award or equivalent qualification
- Extensive knowledge of the Special Educational Needs and Disabilities Code of Practice
- Proven ability to work effectively as part of a team and have the ability to forge positive relationships
- Evidence of active involvement in the local authority in relation to SEND and inclusion
- Extensive knowledge of the SEND Code of Practice, framework and associated legislation
- Experience and ability to monitor and evaluate the quality of provision for pupils with SEND
- Successful experience of supporting and developing staff within a setting
- Have the ability to offer professional challenge as well as support
- Be an effective and clear communicator, across sectors and levels within an organisation and via a number of mediums (presentation, written etc)
- Have the ability to use own your initiative with willingness and commitment to professional development
- Be willing to have a flexible approach to working
- Commitment to equality and diversity

Desirable:

- Successful experience of supporting improvement in other schools
- Teaching experience across more than one phase

Person Specification contd.

Additional Requirements

- DBS clearance

Working for us

Working in the North East of England offers an excellent quality of life. Newcastle City Council is one of the region's largest employers and we offer excellent terms and conditions of employment and a range of benefits to staff.

School Effectiveness Consultant - SEND

Soulbury Grade 7-10 + 3 SPA points

Hours of work

37 hours per week - permanent

Location

The postholder will have office space in the Civic Centre, NE1 8QH, as well as working remotely at home. The successful candidate will also be required attend face to face meetings in school settings.



Pension Scheme

Staff are entitled to join the Local Government Pension Scheme. This offers an index linked retirement pension and the possibility of a tax-free lump sum based on the career average earnings, together with ill health, redundancy and death benefits.

Health at work

Health of our staff is important to us. We offer a full occupational health service to employees and also offer a physiotherapy and vision screening service. In addition to this we have an Employee Assistance Programme offering a free 24-hour confidential helpline to all employees and their immediate family.

Staff Travel Scheme

We offer our employees an interest free travel scheme for public transport where the cost of an annual pass for bus, metro or network travel is spread across the year. There are often significant reductions on price too.

Annual Leave entitlement

We offer a generous annual leave entitlement of 24 days rising to 28 days after five years' service, plus eight statutory bank holidays.

Learning and Development

We aim to ensure you have the skills and experience to carry out your duties effectively and make a full contribution to the overall success of the organisation.

Helping you go green

Staff can use pool cars for journeys on Council business. This means they can travel into work by public transport or bicycle and avoids adding mileage to their own vehicles. We also operate a Cycle to work scheme.

Leave

In addition to maternity, adoption and paternity leave, we offer eligible staff maternity support leave, parental leave, and special leave.

Flexi

We offer a generous flexi scheme to support employees with work life balance whilst also helping the Council provide a flexible service.

Trade Unions

We work closely with trade unions and encourage employees to belong to a recognised Trade Union.

Relocation Support through our Resettlement Scheme

For the right candidate we are able to offer relocation support for reimbursement of certain expenses reasonably incurred by new employees who find it necessary to move home solely as a result of obtaining employment with Newcastle City Council.

Probationary Period

All of our posts have a 6 month probationary period.

Equality & Diversity

Newcastle City Council recognises the positive value of diversity, promoting equality and challenging discrimination. We welcome and encourage job applications from people of all backgrounds and aim to be an organisation that reflects our audiences and communities.

We are a Disability Confident Employer and our commitment for LGBT equality and

All applicants must complete and submit an application through [North East Jobs](#).

Recruitment Process and Next Steps

Closing Date: Tuesday 7th May 2024
Shortlisting: Thursday 9th May 2024
Interviewing: Friday 17th May 2024

If you would like an informal confidential chat regarding this post, please contact **Sue Alexander (SEND Adviser)** sue.alexander@newcastle.gov.uk

If you require any assistance in completing your application, please contact jobs@newcastle.gov.uk

We wish you every success with your application.



www.newcastle.gov.uk

www.servicestoschools.org.uk

www.newcastle.gov.uk/localoffer