



Co-op Academy
Delius

Deputy Headteacher with SENDCo
responsibility

Co-op Academy Delius
Candidate Pack



Welcome

Dear Applicant,



It is a pleasure to welcome you to Co-op Academy Delius.

I have had the privilege of being the Headteacher of this fantastic Academy since September 2021.

20 years of working within special education has provided me with the commitment and drive to provide the highest quality of education, environment and experiences for the exceptional pupils who attend the academy. The highly skilled and dedicated staff team I work with at Co-op Academy Delius are passionate about supporting our pupils, and each other and we recognise the importance of working in partnership with parents and other professionals as well as enhancing our links in our local community and beyond. As an academy we value and recognise the important role that the staff, governors, parents/carers and the wider community play in supporting our pupils and their school life.

At Co-op Academy Delius we strive to provide a personalised, ambitious and challenging curriculum with the highest of expectations where pupils are given a voice and are encouraged to be independent and actively participate in their education. Our curriculum is planned to promote pupils acquiring skills and knowledge which they are able to retain and recall, enabling them to live their lives to the fullest and access society. Our academy community is passionate and creates innovative learning opportunities in exceptional learning environments whilst promoting holistic as well as academic development.

It is my intention that the academy promotes an ambitious, positive, safe, stimulating and nurturing environment in which all staff and pupils feel valued and their successes and achievements are recognised and appreciated. I am very proud of our community, our pupils and their successes. Our academy is full of incredibly talented pupils and staff who are seen and known as individuals and I encourage you to explore our website further or arrange a visit to learn more about our academy which is a truly amazing place to learn or work.

Emma Hardaker | [Headteacher](#)



Deputy Headteacher with SENDCo responsibility

Salary / grade range	£70,293 - £77,552 / L15 - L19
Location	Co-op Academy Delius
Reports to	Head of School

Purpose of role:

To assist the Head of School with the management and organisation of the school in seeking to achieve the highest quality education and to ensure the highest possible standard of pupil achievement and school efficiency and to deputise in the absence of the Head of School, both at short notice and over a longer term.

Key accountabilities (and specific duties / responsibilities):

- Deputise for the Headteacher in their absence, acting in accordance with the Head of Academy's Standards 2020 and under the direction and support of the Co-op Academies Trust
- Inspire, motivate and influence colleagues and pupils, in securing the highest standards of education and raising outcomes for pupils
- Lead by example and be dedicated to working and succeeding as a team
- Have high expectations and be accountable for raising standards through leadership of academy improvement areas
- Engage all relevant stakeholders collaboratively in the development of the provision
- Demonstrate effective and creative leadership of teams in order to secure sustainable academy improvement

- Provide strategic leadership across the academy for delegated areas of responsibility ensuring these areas are prioritised and effective
- Identify and develop colleagues, supporting them to develop professionally and prepare them for future success in their career
- Promote and model the principles of the academy and Trust's 'ways of being'.
- Professionally and dynamically implement the policies of Co-op Academies Trust under the guidance of the Human Resources department
- Be a Deputy Designated Safeguarding Lead (DDSL) for safeguarding and child protection in line with the expectations of Keeping Children Safe in Education (KCSIE)

Core Duties

- Be a key member of the senior leadership team in order to support strategic development
- Develop plans that contribute to the overall Academy Development Plan
- Develop, implement and maintain whole academy consistent strategies that support the delivery of a high quality standard of education and achieves positive outcomes for all pupils
- Provide access to expertise and professional development for staff, through formal and informal approaches to training and CPD
- Lead and develop a team in order to raise attainment and secure academy improvement.
- To ensure that all statutory duties are undertaken effectively and in line with the Code of Practice related to the SENDCo role such as admissions, transition and annual reviews of EHCP's.
- Provide strategic leadership for outreach work undertaken by the academy.
- Strategically ensure that pupils have access to the provision/resources that they require to meet their needs as identified in their EHCP
- Lead by example and take a leading role in developing leadership in others, through the CPD programme
- Be an excellent role model for all members of staff and students and to maintain a positive and visible presence around the academy
- Comply with any reasonable request from the Headteacher to undertake work of a similar level not specified in this job description
- Ensure procedures are understood and followed in order to safeguard our students and colleagues
- Be responsible for the line management of leaders and teams as identified by the Headteacher

Specific Duties

- Be accountable for measuring, monitoring, evaluating and improving standards within the academy
- Fulfil the duty of a Deputy Headteacher to act as a 'Person in Charge' by managing daily operations when necessary
- Ensure that there is a robust team approach to quality assurance and that it leads to improved outcomes
- Develop the distributive leadership model and maximise the contribution and collaboration of all staff
- Lead on admissions and transitions within the academy, working collaboratively with the Local Authority and other agencies to do so
- Lead on ensuring effective and efficient systems are in place to ensure annual reviews of EHCP's are undertaken and as a result pupils needs are met and provision is in place.
- Implement systems and processes to enable the academy to have the resources in place to meet pupil needs
- Work collaboratively with external agencies and the wider community to ensure the holistic needs of pupils are met
- Lead an outreach programme which supports and improves provision for mainstream SEND pupils within the Trust and the Local Authority Area.
- Work collaboratively with our Trust to secure an exceptional quality of education for pupils

Professional expectations

- Prioritise systems in the academy that secure outstanding safeguarding
- Demonstrate consistent compliance with academy policies, codes of conduct etc.
- Consider all staff's interests equally & respond to staff fairly and with regard to academy priorities
- Use all means to overcome barriers to pupil progress
- Support the professional development of colleagues
- Participate in professional development opportunities
- Model the Ways of Being Co-op for staff and students in their areas of responsibility:
 - Do what matters most
 - Be yourself always
 - Show you care
 - Succeed together

Personal attributes required (based on job description):

Criteria	Essential Qualities	Desirable Qualities
Qualifications	<ul style="list-style-type: none"> • Degree level qualification or equivalent • Qualified Teacher Status (QTS) or other recognised teaching qualification • Evidence of additional recent and continuing professional development related to SEND 	<ul style="list-style-type: none"> • SEN Co-ordination qualification, or a willingness to complete within 3 years of appointment
Experience	<ul style="list-style-type: none"> • Significant successful experience in leadership and management within a special school context • Successful experience of monitoring, evaluating and improving provision within a specialist setting • Experience of successfully challenging underperformance of staff and pupils • Successful experience of developing, implementing and leading strategies for academy improvement • Successful experience of managing change in a specialist educational setting • Successful experience in the leadership of teams • Evidence of delivering continuing professional development to staff • Experience of working with outside agencies in order to improve outcomes for pupils, their families and the academy • Experience working strategically with a range of stakeholders including parents, members of the community and Governors to improve engagement and outcomes for pupils 	<ul style="list-style-type: none"> • Experience of working within a multi academy trust • Experience of being an effective member of the safeguarding team with an aspiration to become a DSL. • Experience of working closely with and under the guidance of the Human Resources department implementing policy successfully to support the academy and its stakeholders • Experience of strategically implementing successful pupil admissions and transitions in line with The Code of Practice • Successful experience of coordinating and quality assuring reviews of Education Health and Care

	<ul style="list-style-type: none"> • Substantial experience of securing excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupil well being 	<p>Plans at a whole school level adhering to the Code of Practice</p> <ul style="list-style-type: none"> • Experience of working with a range of agencies/professionals to ensure that accurate provision is provided and outlined in Education Health and Care Plans and resources are available • Experience of outreach work
Skills and Knowledge	<ul style="list-style-type: none"> • A secure understanding of leadership and the contribution it makes to school improvement. • High level organisational and management skills. • The ability to communicate vision and strategy effectively and persuasively in a variety of contexts. • The ability to evaluate colleagues' work and provide supportive feedback securing improvement • Possesses the ability to identify emerging talents, and the drive and commitment to coach current and aspiring leaders in a climate where excellence is the standard • An understanding of issues related to improving the quality of provision and practice in schools • An understanding of strategies to improve communication skills, engagement and behaviour 	<ul style="list-style-type: none"> • The ability to efficiently manage a budget related to the roles delegated responsibilities • A knowledge of Britain's minority cultures and a commitment to learn about all Bradford's communities.

	<ul style="list-style-type: none"> • An understanding of developing effective intervention strategies in order to improve life chances and outcomes for pupils with cognitive impairment and complex medical needs • An understanding of equal opportunities in special and primary education • An understanding of current educational issues and relevant legislation/guidance including KCSIE • Skilled in the use of ICT and possessing understanding of its potential contribution to school provision and improvement • A working understanding of the inspection framework and its implications for school leadership • A clear understanding of the SEN Code of Practice and the ability to implement within practice • An understanding of developing effective intervention strategies in order to improve life chances and outcomes for pupils with cognitive impairment and complex medical needs • An understanding of factors supporting school improvement, and how to secure and sustain improvement 	-
Personal Qualities	<ul style="list-style-type: none"> • A proactive leader with the desire to be accountable for delegated areas of responsibility • Personal impact and presence which communicates clear values and clear principles • The ability to understand complex matters holistically and develop strategy to achieve coherence 	

	<ul style="list-style-type: none"> • Emotional intelligence with the ability to recognise and manage stress effectively in self and others • Self-confidence and the ability appropriately to challenge the thinking of colleagues and others at all levels • Commitment to learning for self and the development of own skills and knowledge • The ability to inspire, enthuse and motivate all members of the school community • Openness, good humour, energy, enthusiasm and a sense of proportion • Commitment to professional development in self and others • Commitment to safeguarding pupils • Commitment to the principles of inclusive education • Resilience, self-motivation, stamina and the ability to undertake a variety of roles in a pressurised and demanding context 	
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Co-op Academies Trust as an aware employer is committed to safeguarding and protecting the welfare of children and vulnerable adults as its number one priority. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the Trust on its behalf. This post is subject to an enhanced DBS check with appropriate childrens and/or adults barred list check if necessary. A person who is included in the childrens or adults barred list commits an offence if they engage in regulated activity from which they are barred.

Co-op Academies Trust is committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage or civil partnerships.

Wellbeing & Benefits

- Excellent opportunities for personal and career development within the Co-op Academies Trust;
- Co-op Academy Trust & Academy Reward & Recognition scheme;
- Effective, supportive and dynamic leadership, with well-being high on the Agenda;
- Free breakfast each Wednesday to connect and chat with leadership and colleagues across Delius;
- A welcoming, friendly, supportive, effective and efficient professional/Continuing professional development.
- Opportunity to continue to enhance your continual professional development (CPD) and opportunity to join Delius CPD reward & incentive scheme;
- Employee benefits such as staff family swim, season ticket, reduced gym membership, cycle to work scheme and much more;
- Once signed up to our “Colleague Membership” scheme you will receive a discount off most Co-op branded products and discount off most branded products on colleague member payday events! You can also access discount on Co-op Funeral care, Co-op Legal Services & Insurance (including Pet insurance, Travel insurance, Life insurance, over 50 insurance and breakdown cover);
- Free access to a confidential 24/7 Employee Assistance Programme;
- Free flu vaccine and eye test with money towards glasses;
- A superb, school building with a flexible and creative ICT rich working environment;
- Local Government Pension Scheme and recognised continuous service.



Ofsted September 2023

Please read our successful Ofsted Report, rated as "Good" here are just a few statements which we are particularly proud of:

"Leaders at all levels ensure the curriculum is designed well to meet the needs of pupils with SEND. The ambitious curriculum clearly sets out the key knowledge and skills pupils will learn".

"Leaders at all levels ensure staff feel well supported".

"Staff feel equipped to support and teach pupils well.....They say that their workload is manageable and that they have job fulfillment".

"Leaders at all levels carefully consider ways to promote diversity and explore pupils' heritage..... The school is calm and orderly. As a result, pupils behave well".





Barkerend Road, Bradford, West Yorkshire, BD3 8QX
Telephone: (01274) 666472

Princeville Street, Bradford, West Yorkshire, BD7 2AH
Telephone: (01274) 062580

<https://delius.coopacademies.co.uk/>

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MARCH 2025