



Stephenson Academy

Stephenson Academy provides education for students both male and female aged between 9 and 16 years. We are the local SEN provision for students with social emotional and mental health needs (SEMH). We pride ourselves on delivering a high quality curriculum, truly individualised to meet the needs of our students, ensuring successful outcomes for all. We have a cohort of staff who are from all walks of life which has created a truly dynamic and diverse team.

Enhanced Provision Coordinator

Range 5 - Actual Salary £31,723 (TTO plus 3 weeks i.e. 42 weeks)

We are an established and successful special school for children with SEMH, many of whom have additional learning or communication needs.

We are a friendly and supportive team who have chosen to work with some lovely children who will engage well with good quality lessons and who are keen to build relationships with staff despite some of their earlier challenges. Working alongside these children and their families can be very rewarding and as a team, we work hard to improve their life chances.

We are seeking an individual who can:

- Work across teams as part of the inclusion, pastoral care, wellbeing and safeguarding teams to ensure the enhanced provision is the best fit for students.
- Liaise with key staff to ensure referral paperwork is completed in a timely manner.
- Co-ordinate, and where appropriate, attend, the transition sessions with students.
- Ensure the provision of all students on enhanced provision (to include off site AP and internal curriculum interventions) is reviewed in line with trust policy including visits to external providers.
- Liaise with the attendance and safeguarding teams to ensure students are attending provision. Intervene where necessary to support students to attend.
- Ensure accurate records are kept of all interventions and that these are shared with relevant stakeholders.
- Be creative with our use of interventions to ensure the best use of finances and other resources.
- Work with the finance team to manage the invoices for students on alternative provision.
- Continue to look for opportunities for students to ensure their needs are met so that they can have the best possible experience at Stephenson Academy and maximize their academic potential.
- Coordinate the transition of students from AP/ Interventions back to whole school lessons when appropriate, including monitoring of progress post-intervention
- Communicate regularly with parents, carers and other stakeholders regarding interventions. Record student and parent voice with regards to interventions as part of the Assess, Plan, Do, Review cycle.
- Mentor students or groups as seen appropriate by the Principal as part of a package of support.
- Work with all stakeholders including staff and parents to ensure the best possible provision for all students and in line with the inclusive ethos of the school.

Why choose our Academy?

We can offer you:

- A positive working environment where the wellbeing of both children and staff is a top priority
- A friendly and supportive team to work with
- High quality professional development and support including bespoke CPD
- Small class sizes, with the ability to be truly creative, not prescriptive
- A consistent TA to support you in your lessons
- Access to the resources and technology you need to be successful in the classroom
- Progression opportunities across the Trust
- Local Government Pension Scheme with our contribution of 23%

Closing date for all applications: Thursday, 12th September 2024

Shortlisting will take place on : 13th September 2024

Interviews will take place on: Week Beginning 16th September 2024

**Visits to Stephenson Academy and informal discussions are welcome by contacting:
Recruitment - 01908 889400**

CVs will not be accepted but an application pack can be found on our website: www.stephensonacademy.org.uk or alternatively email recruitment@stephensonmktrust.org.uk

Stephenson (MK) Trust is an Equal Opportunities employer. We are committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the Trust or working on its behalf. An enhanced Disclosure and Barring Service Certificate is required prior to commencement of this post.