



THE SCHOOL WHERE EXCELLENCE MEETS OPPORTUNITY

JOB APPLICATION INFORMATION

Dear Applicant,

Firstly, we would like to thank you for the interest you have shown in working at Nexus School. Nexus is an ambitious school for children and young people aged 2-19 with profound, severe and complex needs, many of whom have a diagnosis of autism. All will have an Education, Health and Care Plan (EHCP).

There are currently approximately 220 pupils who attend the school. Many of our pupils have Autistic Spectrum Disorder (ASD). Some have a Severe Learning Difficulty (SLD) and others have Profound and Multiple Learning Difficulties (PMLD). In addition to these, some pupils may also have speech, language and communication needs, physical difficulties, multi-sensory impairments. In September 2017, we moved into an amazing state of the art multi-million pound purpose built 2 storey school, complete with a wide range of additional facilities such as a Multi-sensory room, Sensory Integration rooms and a 3 bedroomed life skills house based in South Tonbridge. We are situated just off the A21 and have a large staff car park. However, we are also only a 15-20 minute walk from Tonbridge Station.

We also opened a satellite site at Wouldham Primary School in September 2018. The aim is for all pupils to access the mainstream facilities at Wouldham as much as possible. All decisions on what sessions are accessed are based on the individual needs of each pupil. Some pupils may go to one or two sessions with support whilst others may access session with no support if this is appropriate.

Some pupils have lunch in the main school dining room. Some pupils also choose to go into the main playground and mix with other pupils. All pupils are encouraged to access what they feel they can manage. However, we ensure that pupils are stretched and challenge themselves as much as possible.

The school is currently set up as follows:

- Early Years – which includes an Assessment Nursery
- Primary Department
- Secondary Department
- Post 16
- Wouldham

We are members of KsENT (Kent Special Educational Needs Trust) which comprises of 24 special schools across Kent working as full members or partners of the Trust.

KsENT has identified work streams under the following portfolio headings. These are led by strategic and operational leads, with operational groups following dedicated action plans. The focus of these portfolios is on the key outcomes of raising attainment and standards of students through improved teaching and learning and increased enjoyment of learning.

We also have a team from the Specialist Teaching and Learning Service (STLS) for Tonbridge and Malling based at Nexus, who offer support, training and advice to mainstream schools and nurseries in the areas of Cognition and Learning, Communication and Interaction, Early Years, Social, Emotional and Mental Health, Physical Disability and Visual and Hearing impairment

At Nexus we strive to enable all pupils to achieve their maximum potential. We have high expectations for all children and young people and endeavour to ensure that individual needs, interests and abilities are met. We celebrate difference and encourage curiosity and creativity. We are extremely proud of all our pupils who make outstanding progress. All of our staff are highly skilled, enthusiastic and dedicated and work very hard to enable our pupils to be independent, resilient and able to make positive life choices.

Nexus is committed to employing the best staff, and in training them to achieve the best they can. We aim to engage staff who are committed, dedicated, supportive, professional and ambitious for all of the children and young people who attend ensuring that they receive the best possible education and support.

We currently have approximately 150 members of dedicated teaching, support, nursing and therapy staff providing a high standard of care and support. We are an expanding special school and this has allowed us to create many new roles and opportunities.

Every member of staff plays a key part in helping our students to learn. We are looking for inspirational and committed people who are passionate about working with children and young adults with special educational needs and are able to help us make a difference and enable our pupils to achieve their full potential.

This is a great opportunity to build on your current success and develop your career further.

BENEFITS:

Working at Nexus we can offer you:

Pension Scheme

We offer a generous pension schemes; Teachers' Pension for teaching staff and Local Government Pension Scheme for non-teaching staff.

Life Assurance

In the event of your death (in service), your nominated person(s) will receive up to 3 times your pay.

Kent Rewards

This is a discount scheme offering discount from over 1,200 national and local retailers including shops, restaurants, cinema, entertainment and utilities as well as discounted high street reloadable cards and vouchers. Employees with 6 months service are eligible to join.

Parking

There is ample free parking on site.

Key Worker Status

If you have gained QTS (Qualified Teacher Status), you will also hold key worker status. This means you might be entitled to housing schemes such as Shared Ownership or Homebuy to help you buy or rent a home at a reduced rate. You can find out more about these schemes from local authorities and housing associations.

Wellbeing Day

Wellbeing days are in recognition of supporting a more flexible work / life balance, recognition of the importance of being able to support family and friends outside of work and attend events such as sports days, assemblies, medical appointments etc. Each member of staff is entitled to 1 day per year or ½ a day for staff working 4 days per week or less. This can be split into 2 half days; a morning being 8.45 a.m. - 12.00 p.m. and an afternoon being 12.30 p.m. – 3.45 p.m.

Staff Development

We offer and support development opportunities to all staff and frequently promote internally.

GUIDANCE ON COMPLETING THE APPLICATION FORM:

Application forms **must** be completed in full or they **will not** be considered. For reasons of fairness and consistency, CV's will not be considered.

Whether or not you are shortlisted for interview will be determined solely on the information provided in your application form. As such, it is important that all the information relating to your application is included.

Please fully complete all sections of the application form, ensuring that you use the job description and person specification as your guide.

The person specification outlines the skills, qualities and knowledge that we require. You should use this as a guide and try and ensure that you address each of the points within the person specification in the Reason for Application Section.

Education and training / Qualifications:

Please ensure that you meet the minimum criteria as detailed in the person specification. Shortlisted candidates are required to bring their **original** qualification certificates on the day of the interview.

In-service training and development / Continuing Professional Development:

Please give details of any relevant courses and training that you have undertaken over the past 5 years.

Other Skills and Interests:

Please detail any other skills and interests that you have including spoken and written languages as well as details of any community or voluntary work experience that you have done.

Employment History:

As part of our Safer Recruitment procedures, we need to see your full employment history. Please provide the information in chronological order with the most recent first. All relevant work experience including part-time work, temporary jobs or voluntary work should also be included. Please ensure that you also account for any time where you have had any breaks in employment if applicable.

Reason for Application:

This section provides you with the opportunity to provide us with any further relevant information about yourself and your achievements that you have not included elsewhere in your application. In addition, you can also provide examples of the skills and experience that you have that are relevant to the position.

References:

References may be taken up prior to interview and any offer made is subject to the receipt of 2 satisfactory references. One of your referee's should be your current / most recent employer. Students should include their University / College tutor. If you are or have been working in a school, we also require you to provide a reference from this setting. We don't accept personal references or references made by a family member.

Please note that all of these positions are exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind overs, including those regarded as spent must be declared. Providing false or misleading information could result in the application being disqualified or summary dismissal if in post.

Safeguarding & Conduct:

Nexus is committed to promoting a safeguarding culture which keeps its pupils and all other members of the school community safe from harm. We aspire to very high standards of safeguarding which we continually seek to improve.

We expect all staff to have a good understanding of and adherence to the practices set out in key policies relating to child protection, behaviour and conduct and to feel confident and equipped to report any concerns they may have and to know these will be taken seriously.

Staff should conduct themselves in a professional manner at all times in the ways in which they behave, dress and speak, and ensure that they set appropriate boundaries. In turn, they also have high expectations of behaviour and conduct from all of our pupils and will appropriately challenge and address unacceptable behaviour, language or stereotypical attitudes.

Next steps:

We hope that this document along with the Job Description and Person Specification that you will be able to see on Kent Teach has provided you with enough information in order to make an application. Please also look on our website for further details about the school. If you would like more information about the positions or have any queries, please contact Natasha Wynn on 01732 771384 or e-mail personnel@nexusschool.org.uk. Please apply via Kent Teach www.kent-teach.com.

All posts are subject to:

- A satisfactory Enhanced DBS check
- Occupational Health clearance
- Receipt of 2 satisfactory references
- Verification of your entitlement to work in the UK

Nexus has exceptional pupils, skilled and caring staff, a committed Governing Body and supportive parents and carers. This is a wonderful opportunity to join the school at a very exciting time when we are continuing our transformation journey and expanding provision and pupil numbers.