



Coventry City Council

## Job Description

<b>Job Title:</b>	Deputy Sensory Team -Professional Lead Hearing Impairment	<b>Job Number:</b>	
<b>Service:</b>	Sensory Team SEND Support Service	<b>Grade:</b>	Leadership 8-11
<b>Location:</b>	Cannon Park Annexe		

### Our values:

We expect everyone who works for us to be committed to our One Coventry values and to share our commitment to becoming a more diverse and inclusive organisation.

### Job Purpose:

- Responsibility for the leadership and management of the team of specialists supporting children and young people with hearing impairment, within the Sensory Team of the SEND Support Service
- Playing a leading role in the development of provision to support access and inclusion for pupils with hearing impairment (HI), in partnership with Health services
- Developing programmes of staff development for schools and settings in the area of HI support, including Educational Audiology, in partnership with Health and other providers
- Acting as an adviser on Hearing Impairment to early years, primary and secondary phase schools and settings, including those hosting the LA's designated special resource bases for HI children

### Main Duties and Responsibilities:

#### Direct Services for Schools, Families, Other Providers and the Local Authority

##### The post holder will:

- Contribute directly to the delivery of a specialist service support to children with a hearing impairment, families, schools and settings
- Support the Sensory Team Lead in ensuring that the work of the service complies with current legislation, the SEN Code of Practice and the City's policies on Special Educational Needs
- Contribute to maintaining, monitoring and developing clear policies and improvement plans to ensure the co-ordination of service practice and delivery across the city
- Take a leading role in furthering the development of HI policy and practice in the city
- Maintain and develop appropriate support programmes for families of children with significant hearing difficulties
- Manage and develop teaching and learning programmes, peripatetic outreach support and INSET in partnership and liaison with other agencies, including Health Service specialists

- Line-manage the Teachers in Charge of the two centrally retained primary and secondary HI Resource Bases
- Line manage the new role of Resource Technician- Sensory (audiology, specialist VI equipment and software) in partnership with the Sensory Team Lead.
- Liaise with and provide specialist advice, training and support to settings, primary and secondary schools and other providers in developing effective practice, promoting pupil progress and monitoring the overall effectiveness of the provision
- Lead on staff development for specialist HI staff employed by the Local Authority
- Provide high quality contributions to SEN assessments, reviews and transitions for pupils between phases
- Ensure that written advice is given regarding children with hearing impairment, to enable the LA and schools to comply with their statutory responsibilities
- Ensure that LA systems for the evaluation of the impact of service delivery are used for the further development of effective service delivery
- Listen to and take account of the views of children and young people and their parents/carers and of schools' leaders in planning service delivery
- Liaise effectively with voluntary agencies in the field of Hearing Impairment
- Promote and implement appropriate competency standards in the field of Hearing Impairment and Educational Audiology

### **Leadership**

- Provide effective leadership in the areas of Hearing Impairment, Educational Audiology and of specialist staff employed in the Sensory Team
- Play a leading role in the development of provision to support pupils with hearing impairment, as appropriate
- Monitor, evaluate and review the impact of specialist HI support on pupil achievement
- Interpret new guidance and research on appropriate methodologies and specialist technology in the field of Hearing Impairment and Educational Audiology and disseminate as appropriate
- Deputise for the Team Lead when required

### **People Management**

- Work collaboratively to facilitate team building and the co-ordination of staff responsibilities, including teachers and support staff
- Work collaboratively with the Sensory Team Lead to appoint and deploy staff effectively to meet the requirements of service level agreements with the Local Authority, schools and others
- Ensure that effective systems are in place for the induction of newly appointed staff
- Implement effective systems for professional supervision, review and performance management of staff and uphold the Teacher Standards
- Ensure the maintenance and development of specialist professional skills of the team in Hearing Impairment and Educational Audiology, including in liaison with other SEND Support Service Teams and other authority hearing support teams on shared training needs and liaison with.

### **Wider Role**

- Advise the LA on requirements in the area of Hearing Impairment and Educational Audiology and help forecast trends and changing priorities within the overall area of Sensory Impairments
- Collaborate closely with the Sensory Team Lead, other SEND Support Service Team Leads and colleagues in Health (including ENT, Clinical Audiology, Cochlear Implant Centres and Speech & Language Therapy) and Social Care services in planning strategically to meet pupils' SEN arising from hearing impairments
- Work in partnership with schools and health services to develop Quality First Teaching and effective strategies for promoting and facilitating good communication and interaction skills in children and young people
- Provide challenge, advice and support to education providers, to enable as many pupils as possible to attend a local school
- Develop programmes to address the risks of under-achievement in pupils, due to delays in development of good communication and interaction skills
- Contribute to maintaining and regularly reviewing the Sensory Team development plan sets appropriate objectives within the wider context of LA and schools' developments in SEND and Inclusion

### **Financial Management**

- Contribute to budget management within the Sensory Team for the allocation of HI equipment

### **Promoting the work of the service**

- Liaise and maintain positive working relations with headteachers, SENCOs, settings managers, parents' groups, voluntary and independent providers and other colleagues within the LA, other agencies and stakeholders.
- Ensure the maintenance and further development of networking and joint working with agencies and services with similar aims.

### **Other duties**

- Any other duties and responsibilities within the range of the salary grade.
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The post holder must comply with Coventry City Council's health and safety policy and in particular is required:-

- To take reasonable care for their own health and safety at work and of those who may be affected by their actions or by their omissions
- To cooperate with their line manager and senior management, to work safely, to comply with health and safety instructions and information and undertake appropriate health and safety training as required
- Not to intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety and welfare
- To report to their manager any health and safety concerns, hazardous condition or defect in the health and safety arrangements.

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### **Any further Health and Safety responsibilities relevant to this post will be set out in the offer letter and Written Statement of Particulars**

The post holder must comply with the Interagency procedures of the Safeguarding Boards and Coventry City Council's policies for safeguarding children and safeguarding adults and in particular is required:-

- To ensure they are aware of the signs that may suggest a child or vulnerable adult is being abused or neglected
- To report to their manager, or other appropriate manager, any concerns they may have that suggest that a child or vulnerable adult may be being abused or neglected immediately

### **Any further Safeguarding Board responsibilities relevant to this post will be set out in the offer letter and Written Statement of Particulars**

Post holders will be accountable for carrying out all duties and responsibilities with due regard to the City Council's Workforce Diversity and Inclusion Policy.

Duties which include processing of any personal data must be undertaken within the corporate data protection guidelines.

**Responsible for:** Teaching and support staff in the area of Hearing Impairment, within the Sensory Team (including staff working in the two centrally retained HI Resource Bases) responsible for Resource Technician- Sensory in partnership with Sensory Team Lead

**Responsible to:** Senior SEND Lead through the Sensory Team Lead

**Date Reviewed:** 01.09.2022

**Updated:**



Coventry City Council

## Person Specification

<b>Job Title:</b>	Deputy Sensory Team -Professional Lead Hearing Impairment	<b>Job Number:</b>	
<b>Service:</b>	Sensory Team SEND Support Service Education & Inclusion Services	<b>Grade:</b>	Leadership 8-11
<b>Location:</b>	Cannon Park Annexe, Bransford Avenue		

Area	Description
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<b>Knowledge:</b>	Substantial knowledge of the key issues, local and national, in education, with particular reference to SEN and Inclusion strategy, policy and legislation
	Knowledge and understanding of the role of SEND support services in providing effectively for the needs of children, families and education providers
	Substantial knowledge of the educational implications of special educational needs, with particular reference to Hearing Impairment
	Substantial knowledge of appropriate strategies and interventions associated with effective teaching and development of independence for children with significant hearing impairments (including severely and profoundly deaf children) and a wide range of communication needs and approaches (including auditory/oral and BSL or Sign Support)
	Substantial knowledge of strategies for successfully planning and organising programmes of educational support and developing independence for children and their parents/carers, within a multi-agency support model
	Understanding of the role of management in monitoring effectiveness and maintaining a climate for review and evaluation
	Understanding of the management of change and its implications

<b>Skills and Abilities:</b>	Ability to lead and manage HI specialist staff, within the Sensory Team, in accordance with City Council policies and procedures
	Ability to lead on the specialism of Hearing Impairment, including audiology, within the Sensory Team development planning
	Ability to lead and nurture the professional development of staff, review own practice and set personal goals for development
	Ability to contribute to budget management within the Team with particular reference to audiology equipment
	Ability to support the Sensory Team Lead in establishing a positive ethos
	Ability to undertake assessment procedures, plan and facilitate delivery of appropriate programmes of educational support for children and young people with hearing impairments across phases

	Ability to support and encourage parents and carers in the provision of appropriate learning experiences for their child
	Ability to support, monitor, challenge and evaluate the effectiveness of specialist interventions
	Excellent communication skills and ability to work co-operatively with others
	Excellent inter-personal skills in order to deal effectively with a wide range of service users and situations
	Ability to organise and chair meetings involving teachers, parents and other professionals, to plan programmes of work for children and young people
	High level skills in delivering INSET to a range of service users
	High level prioritisation and organisational skills and the ability to meet demanding deadlines
	Ability to work effectively within a dynamic multi-agency environment
	Ability to contribute to the development of Local Authority policy, strategy and provision in the area of Hearing Impairment

<b>Experience:</b>	Substantial and successful teaching experience of developing an appropriately modified curriculum and educational programmes to meet a range of needs for pupils with educationally significant hearing impairments
	Successful experience of managing and/or developing the practice of others at all levels of HI-related needs
	Successful experience of service delivery, monitoring and evaluation across phases
	Experience of leading a group of colleagues to develop policy and/or change practice, ideally in the area of hearing / sensory impairment
	Substantial and successful experience of working in close partnership with families and contributing to a multi-agency model of support.
	Substantial and successful experience of leading on INSET and the development of approaches, initiatives, specialist technology and resources to support learners with hearing impairment at universal, targeted and specialist levels of need
	Substantial and successful experience of working collaboratively with Health specialists (ENT, Clinical Audiology, Cochlear Implant Specialists, Speech & Language Therapy) and the voluntary sector to achieve good outcomes for hearing impaired learners

<b>Educational:</b>	Qualified Teacher Status – fully qualified to teach in maintained schools
	A Mandatory (DfE) professional qualification for Teachers of Children with Hearing Impairment
	A further professional qualification in Educational Audiology is desirable or a willingness to train.
	British Sign Language Level 1 (or equivalent) or a willingness to learn, training will be provided
	Evidence of significant professional development relating to practice and management

<b>Special Requirements:</b>	This post is exempted under the Rehabilitation of Offenders Act 1974 and as such appointment to this post will be conditional upon the receipt of a satisfactory response to a check of police records via Disclosure and Barring Service (DBS).
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**Date Reviewed:** 1.9.2022  
**Updated:**