



ROEDEAN

Join the Roedean Team

Head of Learning Support (SENCo)

Girls First: Empowered, Encouraged, Engaged

ON SITE FARM	FOUNDED 1885	50 % BOARDING
4 OFFERS FOR OXBRIDGE		BEST EVER GCSE & A LEVEL GRADES IN THE LAST 2 YEARS
ACADEMIC MENTORING PROJECTS	45 ACRES	
FLOOD-LIT ALL-WEATHER PITCH ON SITE	125 CO-CURRICULAR ACTIVITIES	355 -SEAT THEATRE
GIRLS FROM OVER 35 COUNTRIES	£11m BOARDING REFURBISHMENT	125 YEARS ON CURRENT SITE
ISI (NOVEMBER 2021) EXCELLENT IN ALL AREAS	ON THE CLIFFS OVERLOOKING THE ENGLISH CHANNEL	525 STUDENTS ON ROLL

Welcome to Roedean



Roedean is an extraordinary school on an extraordinary site – the girls play cricket and hockey with the sea's blue in front of them and the green of the South Downs behind them, the Maths and Humanities classrooms have perhaps the best views of any in the country, and which other boarding houses have been likened to a boutique hotel? But it is not just the location, but the strong academic focus with a genuine belief in the importance of creativity and an all-round education that makes Roedean unique.

This is an exciting time for Roedean which is marking the 140th anniversary of the foundation of the School, although it moved to its current site in 1898. Ever since its foundation, Roedean has been renowned for providing girls with an exceptional holistic education, and this certainly remains the case today: the girls excel in many fields, achieving excellent academic results, while also playing music beyond diploma level, debating in the Oxford Union finals, playing Netball in Sri Lanka, and throwing themselves into partnership work in the community and beyond. Students achieve Advanced 1 in Ballet, design and race their F24 electric car, exceptional artists can finish A Level Art in a year and then complete a certificated foundation year before applying for direct-

entry Art degrees, and a team of 6 students successfully swam across the Channel to France in June 2022, after which a student in Year 12 made the crossing solo in July 2025.

The School numbers around 525 students, and about half of that number are day girls, joined by boarders from over 35 countries.

Roedean is clearly thriving and, in addition to the evident success in the Arts and particularly STEM subjects, as well as in many areas of school life beyond the curriculum, it is wonderful that the findings of our last three ISI Inspection reports in 2016, 2021, and 2025 all highlighted the excellence in Roedean provision and outcomes for students. Despite current pressures, it is clear that the School is in fine fettle, and where it will be in the coming years is an exciting prospect.

Roedean really is a great place to work – we hope that you would like to join us.

Niamh Green
Head

The Role

Reporting to the Deputy Head: Academic, a well-qualified, dynamic and enthusiastic teacher and leader is required to drive forward and co-ordinate innovative and effective support for girls with special educational needs, helping them to develop learning strategies which will enable them to make the most of their individual abilities.

The Head of Learning Support (SENCo) is a co-ordinator and must ensure that academic departments and class teachers recognise their responsibilities towards pupils with identified learning needs and provide high-quality information to enable teachers to be in a position to help in the identification of such children. The Head of Learning Support will have strategic oversight of special educational needs provision across the school and will be responsible for ensuring that this is a visible and effective area of school life. In addition, the Head of Learning Support will line-manage all members of the Learning Support department and undertake an agreed teaching commitment within the School.

The Department

At present Roedean provides individual and small-group learning support across the whole school from Year 7 to Upper Sixth, as well as in-class support. This support is delivered by the Head of Learning Support, the Assistant SENCo and a team of Learning Support Assistants.

Members of the Learning Support department liaise closely with the EAL (English as an Additional Language) Department and teachers across the school to ensure that provision is high-quality and co-ordinated.

Learning support also includes assessment for examination access arrangements from trained assessors within the school. The SENCo is a trained Level 7 access arrangements assessor. Individual education profiles are kept for each student on the Learning Support register, on the central database. This is jointly managed by the SENCo and the Assistant SENCo.

Main Duties

The applicant will be expected to fulfil the usual professional responsibilities of a teacher at Roedean (see statement of professional duties document) including:

- Attend staff and departmental meetings.
- Maintain up-to-date records of attendance, assessment, planning, reports and communication with parents.
- Participate in ongoing professional development related to new developments

Responsibilities of Head of Department

Please refer to the Head of Department Job Description.

Tasks Specific to Head of Learning Support

- Identify and co-ordinate support for girls with special educational needs, helping them to develop learning strategies which will enable them to make the most of their individual abilities.
- Lead and manage a team of full and part-time staff and teaching assistants.
- Regularly liaise with the Heads of Year, the Boarding Team and Director of Admissions in order to assess and meet the needs of pupils across the school.
- Liaise with relevant staff to prepare timetables for all teaching assistants and EAL teaching staff for the beginning of the academic year.
- Offer a range of support through group and one to one lessons, support or academic counselling sessions.
- Liaise with Heads of Year at the beginning of the year, to ensure that all new entrants receive 1:1 support if this has been recommended on their entry letter.
- Carry out individual screening and literacy attainment assessments arising from internal referrals
- Analyse results from the annual standardised ability tests for all year groups and maintain liaison with Heads of Year, Deputy Head: Pastoral and Deputy Head: Academic to ensure support and tracking is in place.
- Produce the Learning Support Register and update as required.
- Liaise with the Head of Data Management and Data Protection and other colleagues to ensure that the school's Management Information System is updated with necessary information and to alert staff when it is available.
- Provide training (via departmental and whole staff CPD) and information to teaching staff, in general, on the specific student difficulties they may encounter, for example written information on supporting students with ADHD, Autism, dyslexia etc., along with guidance on differentiation, QFT, adaptive learning and strategies for support.
- Check that all IEPs are written by colleagues, available on the intranet and updated regularly.
- Have overall responsibility for updating the list of candidates with Access Arrangements and liaise regularly with the Examinations Officer.
- Ascertain whether any other specialist assessment is needed for an individual pupil and liaise with external assessors accordingly.
- Co-ordinate provision for all SEN students and manage the budget for testing and assessment materials as well as computer software and other aids for learning.
- Have responsibility for the implementation of SENDA (Special Educational Needs Disability Act) with regard to students and to encourage regular updating of knowledge available on special educational needs and disability by sharing expertise and by attendance at CPD courses
- Ensure that all departmental documentation meets statutory and ISI requirements
- Act as an advocate at staff meetings for students on the Learning Support Register.
- Attend weekly Academic Committee Meetings and Departmental meetings to ensure staff across the School is up to date with current SEND pupil needs and appropriate strategies to meet these needs.
- Follow up issues raised about students at staff meetings and by colleagues throughout the year to see whether assessment and extra support are required.
- Offer support for individuals who come to seek advice about learning issues and follow up with Heads of Year, Housemistresses and parents as necessary.
- Attend all Parents' Evenings, Staff briefings, staff CPD and other meetings.
- Organise and chair weekly departmental meetings.
- Chair regular meetings for teachers of girls with special educational needs.
- Seek pre-emptive information for new entrants with established SEN and EAL.
- Provide cover arrangements within the Department when necessary using existing staff
- Manage the regular updating of staff timetables as new students come in and liaise with the various parties to communicate those changes.
- Monitor the writing of reports within the Department
- Have overall responsibility for the departmental budget.
- Dissemination of information on differentiation, classroom teaching and extended curriculum to all staff via faculty based INSET and database.

Other Information

The Head of Learning Support is required to carry out the normal duties of a Head of Department which includes a teaching load of 20, 50-minute periods per week and undertaking a significant contribution to school life as agreed with the Senior Deputy Head.

Person Specification

- Qualified, specialist teacher (SEND) with a good honours degree.
- Must be a Level 7 qualified specialist assessor.
- An NPQ in SEND is an advantage and the willingness to pursue this qualification if it is not already held is a necessity.
- A good level of ICT is necessary. All school reports are written onto the School's database throughout the year, iPads are available for use in lessons and effective use of this and other digital learning technology is an important feature of classroom practice.
- An awareness of the needs of EAL pupils joining an English boarding school community.
- Experience of teaching a wide range of ages and abilities in the EAL field.
- A commitment to enabling all students to achieve at the highest possible levels.
- An enthusiastic, committed and motivated contributor to the wider activities of the department and school.
- Good organisational skills and flexibility
- An individual who is able to work independently as well as in a supportive team.
- Statutory induction is provided.

The School does not have a licence to sponsor migrants under the worker or temporary worker routes. Individuals who wish to work at the School will therefore need to hold or establish immigration status that allows them to work in the UK. The School is legally required to check that all successful job applicants hold the right to work in the UK before work can commence.

The Package

Salary: An appropriate point on the Roedean Teacher's pay scale according to qualifications and experience. This post carries a Management 2 Allowance (£5,048 per annum).

Other Benefits include:

- **Pension** – Contributory pension scheme
- **Remission of fees** for a daughter attending the school, in line with the current policy of the School Council, subject to the usual standards and procedures for admission (currently 40% - pro rata for part time staff)
- **Death in service benefit**
- **Dining and refreshment facilities** throughout the school day whilst on duty
- **Sports and Leisure** – use of the swimming pool, fitness suite and tennis courts (subject to availability). Weekly yoga classes are available after work
- **Wellbeing** – Staff have access to a confidential advice and telephone support service. Regular staff social events
- **'Cycle to Work' scheme**
- **Free parking on site**

Safeguarding

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the School's Safeguarding and Child Protection Policy Statement at all times. If in the course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the School s/he must report any concerns to the School's Designated Safeguarding Lead or, if he/she is the School's DSL, to the Head and relevant agencies.

Roedean is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS), a Prohibition Order Check and a Prohibition from Management Check.

Roedean is an equal opportunity employer and we welcome the unique contributions that everyone can bring to Roedean in terms of education, opinions, culture, ethnicity, race, sex, gender identity and expressions, nation of origin, age, languages spoken, colour, religion, disability, sexual orientation and beliefs.

How to Apply

Applicants must complete the application pack and return it to vacancies@roedean.co.uk or via post to Louisa Butler, Recruitment Manager, Roedean School, Roedean Way, Brighton, BN2 5RQ.

If you have any questions about the role, please email vacancies@roedean.co.uk

Closing date for applications is 9am, 30 September 2025.

Due to the need to appoint quickly, we reserve the right to interview and appoint at any stage of the process.

This job description may be reviewed from time to time in light of changing circumstances and if it is necessary to amend/alter this, those concerned will be consulted.

Why Teach at Roedean?



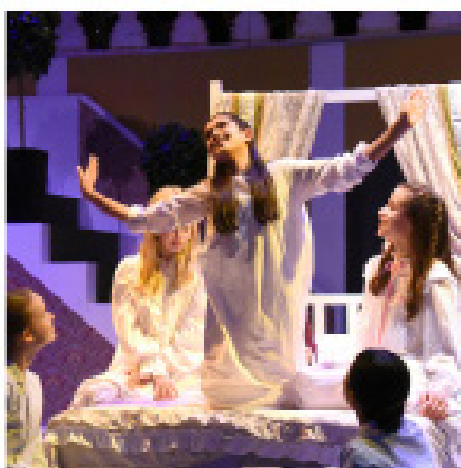
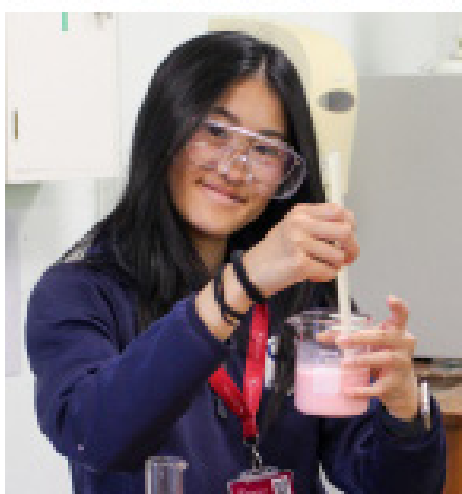
At Roedean, we are seeking talented and dedicated members of staff with a passion for their subject and for education per se; they will be teachers who are experts in their subjects and will challenge the girls to think for themselves and become independent in their learning. The enthusiasm of our teachers is complemented by regular opportunities for the girls to meet and hear from successful female role-models, such as at our annual International Women's Day Festival, when over twenty speakers come to Roedean, and Baroness Floella Benjamin, who addressed the entire School at a recent Black History Month Lecture, was a true inspiration.

It is a genuine pleasure to teach the girls – they are engaged and motivated, and this is clear from their academic achievements. In 2025, the students achieved outstanding A Level results, with 22 % of all grades at A* and 50 % at A*-A. At GCSE level, the 2025 results were the best ever, with 37 % of 1178 entries awarded Grade 9, and this was by far the most common grade. We are delighted that the girls consistently achieve excellent academic results, and this provides a strong springboard to success in Higher Education and beyond. It is noteworthy that 43 % of last year's leavers went on to study STEM subjects at university, highlighting that

the School bucks the 'girls can't do Science' stereotype. Furthermore, Roedean had 100 % success rate for those holding offers for Oxbridge, Law, and Medicine, while others took up places to read Fashion at Kingston and a Sports Scholarship to Bucknell University in USA.

In our teachers, we are looking for quality and enthusiasm, and a desire to spark the girls' intellectual curiosity and watch them grab whatever they discover and run with it. Our aim is for the students to become life-long learners and leaders, always keen to undertake new challenges and learn from their experiences, and Roedean has the same wish for its staff; the School is happy to provide support and training to facilitate professional development if needed.

Teachers at Roedean work excellently as part of a team, prioritising the girls' interests, and giving them support and space to develop their talents and interests. The staff enjoy strong and meaningful relationships with the girls, characterised by mutual trust and respect. If you are passionate about getting the best out of every single girl, and watching them grow into independent and resourceful young women, a job at Roedean is for you.



The School Today

Roedean numbers around 525 girls, bringing together students from over thirty-five countries around the world and those who live very locally; these different cultures and experiences add a great deal to the girls' experience, particularly in our increasingly globalised society, and ISI Inspectors remarked that 'the cultural development of pupils is excellent', and commented on the 'mutual tolerance and respect' which came from the integration between pupils from different countries, and between the day girls and those who board.

Founded in 1885 by three sisters to provide 'a thorough, physical, intellectual and moral' education with 'as much liberty as is consistent with safety', the School has always broken the mould. Today, Roedean is determined to empower the girls to challenge themselves to realise their considerable potential; they are given the opportunity to grow up at their own pace, not constrained by finite expectations, and they have the freedom to develop their talents and passions.

Roedean's ethos is clearly focused on the remarkable benefits of a holistic approach to education, in which academic pursuits are complemented by a wide range of co-curricular activities, and the founding Lawrence sisters would be delighted with their legacy today. With over 125 activities on offer every week, the girls enjoy international travel opportunities, a Farm on the school site, the annual House Drama Festival, and our flood-lit all-weather pitch at the heart of the School. Roedean girls excel in a range of sports, and many musicians and dancers perform

beyond Grade 8 level – all such activities have their own intrinsic value, but they also have huge benefits for the girls' academic endeavours. Our 'Wild Fridays' programme sees all of Year 7 and 8 spending every Friday afternoon outside, learning bushcraft skills and orienteering, looking after the animals on the Farm, and outdoor adventure – and they love it! All girls in Years 9 and 10 undertake Bronze and Silver Duke of Edinburgh's Awards, and some also have the opportunity to join the CCF contingent at Lancing College.

Our partnership with St Mark's Primary, in the Whitehawk estate, is hugely rewarding for the pupils at both schools – there are a range of joint weekly activities, we fund-raised and built a Library on their site from scratch, and one year-group comes to Roedean each week for a morning of academic and sporting enrichment. Furthermore, the Roedean Academy, a programme of academic enrichment for Year 10 students, brings together academically gifted and engaged students from six local schools in the maintained sector with those at Roedean, to challenge their academic expectations and broaden their horizons.

Philanthropy is also central to what we do. 100 hot meals are sent each week into the community to feed the homeless in Brighton, 12 girls travel to Moldova each year to teach English to Ukrainian refugees and Moldovan orphans, and the community raised over £48,000 for a range of charities last year.



ROEDEAN'S ETHOS

At Roedean, there can be no doubt that the girls' rounded education 'makes a considerable contribution to their personal development' (ISI Inspection), and it is precisely this which produces independent and creative young women who will make their mark in the world. In the same way that Roedean encourages the girls to pursue a

variety of interests, we expect the staff to be committed to the busy life of this boarding school; it is wonderful when staff join the orchestra or play in the staff-student sports fixtures, and the girls love it when members of staff congratulate them on their role in the previous night's play or the goal they scored in the fixture at the weekend.

ROEDEAN'S CAMPUS AND FACILITIES

Roedean is located on a beautiful 45-acre campus, and owns a further 75 acres of land adjacent to the site. It is the only school in the UK to be set within a National Park and on a coastline, as well as being in the boundaries of a vibrant city. The Grade II listed main building and Keswick House were designed by the leading Victorian architect and Roedean parent, Sir John Simpson, who also designed the original Wembley stadium. The main building incorporates the four main boarding houses, the dining rooms, the Library, and the teaching and administration spaces. Later additions include the Chapel, Science Laboratories, the Theatre and dance studios, the Music wing, Keswick House, and Lawrence House. We also have

an indoor swimming pool, a Sports Hall, which includes a multi-gym, and numerous playing fields to the front and side of the school. With a £1½ million refurbishment of the Sixth Form facilities in 2019, a small Farm on site with sheep and pygmy goats, a refurbishment of our 355-seat Theatre in 2021, and an all-weather flood-lit pitch at the heart of the School, Roedean certainly has wonderful facilities and buildings. A transformation of the Library was completed in April 2024 and delivers an outstanding study, research, and exhibition space within the School's original school hall, further enhancing Roedean's academic provision.





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