JOB DESCRIPTION & APPLICATION PACK

SEND Teacher



The Willows School
Dream · Believe · Achieve

Silver Birch
Empowering Every Learner, Building Skills for Life

Cherry Tree School
Building Resilience, Inspiring Growth

Maple School
Helping Young Minds Take Root and Grow

BRANCHES
Education Group

www.branches-education.org.uk

Branches Education Group Welcome to Your New Beginning

Inspiring Growth. Nurturing Potential.
Transforming Futures.

A Warm Welcome

Welcome to Branches Education Group — a dedicated family of Special Educational Needs (SEN) schools where every young person is celebrated, supported, and empowered. Joining us means becoming part of a team that believes in unlocking potential, embracing individuality, and shaping brighter futures together.

Whether you're joining The Willows School or Silver Birch School, your role is vital, valued, and truly impactful. We're thrilled you're considering taking your next professional step with us.



Who We Are

Branches Education Group is home to four specialist schools and a virtual school:

The Willows School
Dream · Believe · Achieve

Silver Birch
Empowering Every Learner, Building Skills for Life

Cherry Tree School
Building Resilience, Inspiring Growth

Maple School
Helping Young Minds Take Root and Grow

PRIME
Pupils Re-engaging in Mainstream Education

Our Vision

To create safe, stimulating, and inclusive learning environments where every learner can grow confidently, learn joyfully, and flourish fully — academically, socially, and emotionally.

Our Values

Compassion

We meet every child where they are.

Consistency

We build trust through structure, routine, and strong relationships.

Creativity

We think beyond traditional teaching, finding what works for each learner.

Collaboration

We grow stronger when we work together — as colleagues, families, and communities.





What We Offer

Career Growth & Opportunities – We're expanding, which means more pathways for you to grow too!

- Comprehensive Induction & Training – Including Safeguarding, First Aid, CPI, PACE, Attachment & Trauma training
- Supportive Team – You'll be working with a skilled, encouraging, and friendly staff group
- Refer a Friend Bonus
- Blue Light Card – Enjoy discounts on lots of everyday favourites!
- Company Pension Scheme
- Free On-Site Parking

SIX Reasons Why to Join Our Team

1) Inspirational management team that genuinely cares about both pupils and staff wellbeing.

2) Opportunities for personal growth and development due to the family size feel of the school and its independent structure.

3) A real chance to build a work/life balance in what can be a challenging profession with reduced paperwork and bureaucracy.

4) Small class sizes ensure more focused learning with pupils to really be able to make a difference to their attainment.

5) About to achieve transformational outcomes for families through innovative practice that is based a holistic approach.

6) Genuine professional autonomy.

SEND Teacher

Reports To: Headteacher
Job Title: Teacher OR Instructor (dependent on qualifications)
Salary: Instructor (Unqualified Teacher) - £28,598 - £33,699
Teacher - £34,069 - £52,835
Hours of Work: Monday to Friday, TERM TIME ONLY

Branches Education Group is a dedicated family of Special Educational Needs (SEN) schools where every young person is celebrated, supported, and empowered. Joining us means becoming part of a team that believes in unlocking potential, embracing individuality, and shaping brighter futures together. Whichever school in our group you join your role is vital, valued, and truly impactful. We're thrilled you're considering taking your next professional step with us.

Our Vision is to create safe, stimulating, and inclusive learning environments where every learner can grow confidently, learn joyfully, and flourish fully — academically, socially, and emotionally.

The curriculum at all Key Stages is carefully structured to enable pupils to secure success:

- Academically – by accessing appropriate, personalised learning pathways.
- Personally and developmentally – by building confidence, resilience and independence.
- In life at the school – by participating fully in the school community and forming positive relationships

Overall Responsibilities

As a Teacher, you'll be a pivotal part of the development of our children and young people. Your responsibilities will include:

- delivering a suitable curriculum to provide a fantastic learning experience and outcomes for our pupils
- adapting the content, resources and delivery techniques to meet individual pupil needs and interests
- creating a safe, engaging learning environment conducive to learning
- supporting colleagues to deliver reading and literacy across the school
- understanding and implementing our school policies and philosophy.
- ensure safeguarding is at the forefront of what we do.

Curriculum

Adapting your teaching delivery and implementing different learning strategies will be a key skill for success. Each pupil will require their own unique approach for them to achieve and make sound progress.

You'll be expected to:

- teach class groups, plan, deliver and review engaging lessons,
- evaluate and consider pupil learning needs and styles, adapting your teaching approach accordingly,
- review the curriculum to ensure it is appropriate for pupils' needs,
- use a range of learning experiences and resources, including ICT in lessons,
- have high expectations of every single pupil,
- understand that pupils have a variety of needs, so getting to know each child is imperative to securing a positive learning journey,

- help pupils to prepare and achieve a range of accreditation, including in external examinations,
- take part in the arrangements for pupil presentations and supervision during examinations,
- produce a plan for whole school progression and development for subjects you are leading.

Pupils

- Developing positive relationships is key to supporting pupils to engage and succeed. In your role, you will:
- be a positive role model at all times, to the pupils in our school,
- provide a learning environment and persona where pupils feel safe and secure,
- build pupils' confidence and self-esteem, along with promoting their independence,
- provide pupils with the skills and knowledge to encourage them to become well-rounded individuals,
- use the Behaviour, Rewards and Sanctions Policy to encourage positive behaviour and to also deal with any problems that may arise, effectively and efficiently,
- create a positive, working relationship with children, their parents/ carers, and other involved professionals,
- support and challenge pupils to make excellent progress,
- give constructive feedback when marking pupils' work,
- support colleagues and pupils by covering lessons and completing duties at Break and Lunch time.

Colleagues

- Staff morale and creating positive working relationships will be an important part of your job. You'll be required to:
- communicate effectively and professionally with your colleagues,
- attend staff meetings and training /INSET days with enthusiasm,
- work together with your team to achieve the best for all of our pupils and also for each other,
- help create a supportive network of staff who help each other and can rely on each other.

Marking and Assessment

- Accurate assessment, marking and reporting is imperative in helping our children achieve their goals.

We expect you to:

- keep up to date with marking and assessment (small class sizes mean this is achievable),
- keep a clear record of assessments and pupils' learning,
- use assessment outcomes to inform planning, ensuring work is correctly matched to pupil needs,
- follow the Assessment, Feedback, Marking, Recording and Monitoring Policy,
- -produce reports as required, including annual as part of review processes.

General Expectations

- As in any teaching role, there are other general expectations we'd like you to follow to ensure the smooth running of the school. We'd expect you to:
- develop and maintain effective communication with parents, carers, external agencies, and multidisciplinary professionals, ensuring a collaborative approach to supporting pupils' educational, social, emotional, and behavioural needs.
- act as a positive ambassador for the school and the wider group, upholding its values, policies, and reputation through professional conduct and effective engagement with pupils, families, colleagues, and external stakeholders.

- have safeguarding at the forefront of your mind and actions,
- consistently review methods of teaching and learning to meet the needs of all pupils,
- attend staff meetings and school events where appropriate,
- inform the Head Teacher of training you might need. CPD is important to us and discussions about career progression and professional development will be part of the appraisal cycle.

Safeguarding – Safer Recruitment

This post is subject to an Enhanced Disclosure check. Branches Education Group is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. As part of the selection process we will undertake checks to ensure that you do not pose risk of harm to children and young people.

The post-holder will be expected to contribute to safeguarding children and young people and promoting their welfare of children in accordance with the agreed Safeguarding and Child Protection Policy. Any issues or concerns are reported to the Designated Safeguarding Lead or Deputy Safeguarding Lead.

Person Specification

Essential Skills:

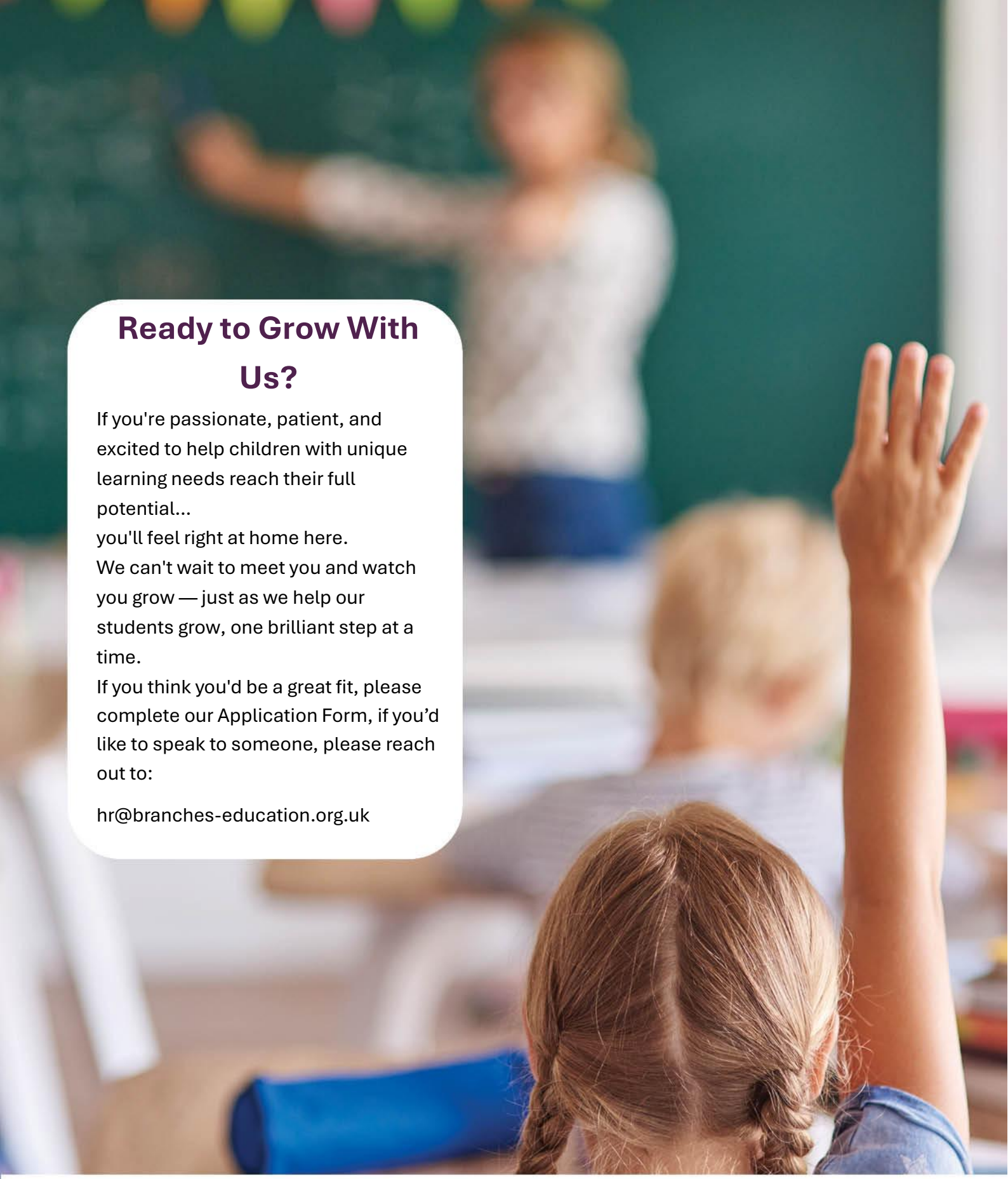
- Previous teaching experience with pupils age 5-16
- Excellent subject/key stage knowledge
- Strong communication skills, the ability to work collaboratively as part of a team.
- Skilled in managing challenging behaviour
- Display a high level of professionalism, emotional resilience and physical fitness, particularly in situations requiring the use of restrictive physical interventions.

Desirable Skills:

- Experience in working with children with SEMH, Autism, ADHD and other special educational needs and disabilities (SEND).
- Fully Qualified Teacher Status (QTS)
- Specialist SEND qualification
- Knowledge of EHCPs and 'looked after' children processes
- The ability to differentiate work effectively
- Willingness to attend training courses outside of normal working hours.

Why Join Us?

- Opportunities for career progression
- Full induction and ongoing training (Safeguarding, First Aid, CPI, PACE, Attachment & Trauma)
- Supportive, friendly staff team
- Refer-a-friend bonus
- Blue Light Card discounts
- Company pension scheme
- Free on-site parking



Ready to Grow With Us?

If you're passionate, patient, and excited to help children with unique learning needs reach their full potential...
you'll feel right at home here.
We can't wait to meet you and watch you grow — just as we help our students grow, one brilliant step at a time.
If you think you'd be a great fit, please complete our Application Form, if you'd like to speak to someone, please reach out to:

hr@branches-education.org.uk

BRANCHES Education Group

The Willows School
Dream · Believe · Achieve

Silver Birch
Empowering Every Learner, Building Skills for Life

Cherry Tree School
Building Resilience, Inspiring Growth

Maple School
Helping Young Minds Take Root and Grow