



The Sovereign Trust Candidate Application Pack

ICT Teacher

Manor Academy are looking to appoint an ICT Teacher to join our growing school. The post holder will be working across the key stages, delivering and assessing ICT.

The full job description and person specification can be found at the end of this pack.

Contents

The Sovereign Trust	Page 2
Manor Academy	Page 3
Job advert, Job Description and Person Specification	Page 4-9
How to apply	Page 10

The Sovereign Trust



We are a family of schools and colleges that believe that, by learning and growing together, we can inspire children to achieve their full potential while enjoying individualised, innovative, and creative teaching and learning.

We create environments in our academies that nurture, encourage exploration, celebrate creativity and forge a love of learning. The Sovereign Trust was established in 2016 to provide exceptional learning opportunities for a family of special academies across the region.

We started with 2 special schools in Trafford; we now have 6 academies, which include three in the Salford area. Our academies cater for pupils from the age of 2 to 25. All of the pupils have an Education, Health and Care Plan and may have a diagnosis of Autism, Down syndrome, Physical or Medical needs, Learning difficulties or Social, Emotional and Mental Health issues.

To offer this type of education, we invest heavily in the people who work in our academies. Great academies have great leaders and great staff. Our team has leaders who have proven track records of taking under-performing schools to Outstanding, and once there, maintaining that level of excellence.

This is an exciting time to be part of The Sovereign Trust family, and I am proud to work with such exceptional professionals to deliver on our promise of exceptional opportunities for learning to every child in our care.

Our aims and aspirations are ambitious, as they should be; our children deserve no less. I hope that you will find all the information you need about us on our website <https://www.thesovereigntrust.uk/>

Manor Academy



Thank you for showing an interest in our school. Manor Academy is an 11-19 provision for children who have a range of learning difficulties and additional needs. All pupils have moderate or severe learning difficulties, but many have additional needs such as autistic spectrum condition, social and emotional mental health and physical disabilities.

We believe at Manor Academy that everything should start with the young person. We aim to create a safe, happy environment where all pupils are valued. We offer a broad and balanced curriculum with a wealth of opportunities. This not only gives the pupils an enriching school experience, but will also help prepare them with skills for life in the wider community. We offer a welcoming and supportive environment to parents, carers and their families. Our highly skilled staff look to celebrate all the achievements of our pupils.



‘At Manor Academy, we aim to create a happy, secure and stimulating learning environment in which all members of the school community can grow in confidence and develop their full potential. We provide the best possible opportunities and care to enable achievement. We make the difference so they can.’



A real focus of our nurturing school is to prepare our pupils emotionally and socially to become self-reliant, caring, and responsible adults. Our small classes allow for varied support which is tailored to individual needs, ensuring that all pupils can reach their potential both academically and in terms of developing independence skills. We want our children and young people to be the best they can be within an environment which challenges and supports. We focus upon academic standards, but equally important to us is the development of

independence skills and resilience to enable all to achieve and stand out as valued member of their communities.

Job Advert: ICT Teacher

Key Information

Role:	ICT Teacher
Salary:	Teachers' Main Scale M1 – M6 + 1SEN
Employer:	The Sovereign Trust
Location:	Manor Academy, Manor Avenue, Sale M33 5JX
Working Pattern:	Full Time/Permanent. The school's teaching week is 32.5 hours. In a typical week, this will consist of 30 hours of teaching and at least 2.5 hours of PPA time. ECTs will have 4.5 hours PPA time across the week.
Contract Type:	September 2026
Pension:	All teaching staff are auto-enrolled into the Teachers' Pension scheme. You can opt out of the scheme at any time.
Benefits:	Salary sacrifice schemes for purchasing bikes used for work travel, through monthly interest-free salary deductions. Employee Assistance Programme provides access to a range of wellbeing services.

Inspire. Lead. Transform

An exciting opportunity has arisen for a passionate and committed Teacher to join our dedicated ICT department at Manor Academy.

About Us

Manor Academy is part of the thriving Sovereign Trust, a growing Multi-Academy Trust consisting of six special schools/academies/colleges, covering a wide range of SEND and phases of education.

Manor Academy is a **Good school**, highly regarded both locally and nationally, and part of The Sovereign Trust. The Trust is a growing and ambitious organisation made up of specialist settings supporting pupils with a wide range of SEND across different phases of education.

Our school supports pupils with Social, Emotional and Mental Health (SEMH) needs, Autism, and moderate learning difficulties. All pupils have an Education, Health and Care Plan (EHCP), and we work collaboratively with families and external professionals to achieve the very best outcomes.

About the Role

We are seeking an enthusiastic and skilled ICT Teacher to deliver high-quality, personalised learning for pupils with complex needs.

You will play a key role in developing pupils' digital literacy, independence and confidence, while contributing to the wider life and improvement of the school.

The Successful Applicant Will:

- Be motivated by our core values and committed to achieving the best outcomes for all pupils
- Be passionate about supporting our most vulnerable children, including those with complex SEND
- Demonstrate the emotional resilience required to work effectively with pupils with SEMH and complex needs
- Possess strong interpersonal skills and build positive relationships with pupils, staff, families and external agencies
- Show high levels of empathy and understanding for pupils who may have experienced adversity
- Demonstrate excellent teaching and classroom management skills
- Have a secure understanding of the National Curriculum, with the ability to differentiate effectively
- Deliver engaging, creative and dynamic lessons
- Maintain high expectations of themselves and others
- Work effectively as part of a collaborative team

We Can Offer You:

- Engaged pupils who, with the right support, are motivated to succeed
- Supportive parents and carers who value partnership working
- A dedicated, skilled and supportive staff team
- Bespoke CPD and performance development aligned to your career goals
- A forward-thinking and innovative environment informed by best practice
- A unique specialist setting with varied teaching approaches
- A supportive and experienced leadership team
- The opportunity to contribute to future development and growth across the school and Trust

Safeguarding

The Sovereign Trust is committed to safeguarding and promoting the welfare of children and young people. All staff are expected to share this commitment.

Appointments are subject to enhanced DBS checks and safer recruitment processes in line with Keeping Children Safe in Education.

Further Information

We strongly encourage applicants to visit our website: <http://www.manoracademy.org>

Job Description and Person Specification

ICT Teacher

Purpose of the Role

To deliver high-quality, personalised teaching and learning in ICT/Computing for secondary-aged pupils with complex SEND, ensuring all learners make sustained progress across academic, social, and communication outcomes.

The role includes contributing to curriculum development, supporting whole-school digital strategy, and embedding safe and effective use of technology.

Key Responsibilities

Teaching, Learning and Curriculum

- Plan and deliver high-quality, personalised ICT lessons tailored to meet the needs of pupils with complex SEND
- Apply the principles of curriculum planning, ensuring a sequenced, ambitious and adapted curriculum
- Use a range of teaching strategies to support communication, engagement, independence and regulation
- Embed functional ICT, digital literacy and life skills within the curriculum where appropriate
- Use technology effectively to enhance teaching and learning across the curriculum

Assessment, Monitoring and Progress

- Apply the principles and practices of assessment, monitoring and evaluation to support pupil progress
- Use assessment data effectively to plan for sustained development across all areas (academic, communication, social and independence)
- Track and report on pupil progress, including contributions to EHCP reviews
- Adapt teaching based on ongoing assessment and evaluation of impact

Behaviour, Safety and Safeguarding

- Maintain a safe, structured and supportive learning environment
- Ensure the safety, wellbeing and dignity of all pupils are prioritised at all times
- Promote positive behaviour in line with school policy
- Safeguard pupils in accordance with Keeping Children Safe in Education and Trust procedures

Quality Assurance and School Improvement

- Contribute to school self-evaluation and improvement planning
- Engage with processes and systems for monitoring and evaluation, including lesson observations, work scrutiny and data reviews
- Support the implementation of school improvement strategies
- Reflect on and improve own practice in line with feedback and CPD

Teamwork and Professional Practice

- Work effectively within and across teams, including Teaching Assistants, therapists and external professionals
- Contribute to or lead collaborative initiatives and partnerships to improve outcomes
- Fulfil professional duties in line with the School Teachers' Pay and Conditions Document
- Participate fully in CPD, appraisal and Trust-wide development

Resources and Subject Development

- Plan, manage and deploy resources effectively to support high-quality teaching
- Contribute to the development of the ICT/Computing subject area, including the use of assistive and adaptive technologies
- Support the application of computing in subject leadership and wider school practice

Person Specification

	Essential	Desirable	Application	Observation	Interview
Qualifications	<ul style="list-style-type: none"> • An undergraduate degree in a relevant subject area • Qualified teacher status • Additional CPD undertaken specifically on supporting pupils with SEN • ICT Qualification 	<ul style="list-style-type: none"> • SEN specialism • Knowledge and understanding of a trauma-informed way of working in schools • A knowledge and understanding of working with SEND students • Attachment awareness and the ability to put knowledge into practice 	✓		✓
Experience	<ul style="list-style-type: none"> • Experience or expertise in SEN starting at Entry Level qualifications • Experience of maintaining a high-quality, safe and stimulating learning environment • Ability to teach using a wide variety of strategies to maximise achievement for all children, including those with special educational needs and high achievers and to meet differing learning styles. • Experience in creating and maintaining effective partnerships with parents to support pupils' learning 	<ul style="list-style-type: none"> • Experience of working up to GCSE • Experience of using de-escalation strategies outlined by Team Teach • Specific examples of maintaining high expectations to allow all pupils to fulfil their full potential 	✓	✓	✓

Professional Understanding, Knowledge and Skills	<ul style="list-style-type: none"> • Have the ability to assess and record the progress of pupils' learning to inform next steps and monitor progress. • To be able to analyse data to set targets and next steps to achieve SMART targets • An in-depth knowledge and understanding of safeguarding and how to promote the wellbeing of pupils • Awareness of the Education Acts and the SEND Code of Practice 	<ul style="list-style-type: none"> • Experience of working with other agencies • Experience of working collaboratively with other schools, universities and organisations • Sound knowledge of assessment in ICT • Knowledge of how the curriculum can be adapted to meet the needs of pupils with a range of SEN relevant to the age range of the school, including assessment, recording and reporting 	✓		✓
Teaching and Learning	<ul style="list-style-type: none"> • A passion for working with young children • Practical understanding of effective teaching and evaluation strategies for pupils with SEN • Recent experience of teaching in KS3 and KS4 • Able to adapt learning objectives to meet the needs of all levels of ability in the class • Proactive in solving problems-being solution-focused during lessons • Creative in approach to planning and delivering lessons 	<ul style="list-style-type: none"> • Successful and sustained teaching experience across relevant key stages 	✓	✓	✓

	<ul style="list-style-type: none"> • Able to manage pupil behaviour effectively • Able to use ICT to advance pupils' learning, and use common ICT tools for their own and pupils' benefit. 				
Leadership and Management	<ul style="list-style-type: none"> • Able to manage a class effectively • Have experience of deploying TAs to accelerate pupils' progress in all areas • Able to motivate pupils and staff, setting high standards and providing a focus for improvement 	<ul style="list-style-type: none"> • Hold aspirations for future career development 	✓	✓	✓
Professional values, qualities and skills	<ul style="list-style-type: none"> • Hold high levels of emotional intelligence • Able to establish and develop good relationships with all those involved in the school • Able to work effectively as a team member • Ability to communicate effectively in writing and orally • Flexible and approachable • Resilient under pressure • Able to deal sensitively with people and resolve conflicts • High levels of energy and enthusiasm • A good sense of humour and ability to find solutions in challenging circumstances 	<ul style="list-style-type: none"> • Bring personal interests and enthusiasms to the school community • Ambitious 	✓	✓	✓

This job description may be amended to reflect the evolving needs of the academy and Trust.

Are we the right opportunity for you?

If you wish to be considered for this vacancy, you should complete the attached application form. Please note that only applications on the application form directly to HR will be considered. Candidates who submit a CV will not be short-listed. Completed applications that show your ability to meet the requirements for the role are to be returned to hr@thesovereigntrust.uk to arrive by 9 am on the deadline day.

Closing date for receipt of applications:	Wednesday, 6 May 2026
Shortlisting:	Thursday, 7 May 2026
Interviews for successful candidates will be held at Manor Academy:	W/C 11 May 2026

Keeping Children Safe in Education

The Sovereign Trust is committed to safeguarding and promoting the welfare of its pupils and expects all those working for the Trust to share this commitment.

An online search will be carried out, and a self-declaration form will be required from shortlisted candidates.

This post is subject to a satisfactory two-year reference history, which we will endeavour to seek before interview, Disclosure & Barring Service (DBS) check (previously CRB), medical clearance, and proof of legal working in accordance with the Asylum and Immigration Act 1996.

A copy of our Safeguarding and Child Protection Policy can be found on our website by following this link <https://www.thesovereigntrust.uk/policies-1/> .