Pathfinder
Multi Academy Trust

Providing an excellent education from age 2 to 19

Bespoke Learning Coordinator

Applefields School

Required from: ASAP

Closing date: 22nd October 2026

Interview date: w/c 2nd November 2026

Applefields School
York

We are seeking a Bespoke Learning Coordinator to work under the supervision of the school Lead Practitioners to develop, coordinate, and deliver bespoke provision for young people with highly complex social, emotional and mental health needs. They will also be asked to work in off site settings to deliver planned interventions.

The successful applicant will use their knowledge and understanding of the barriers faced by young people with complex social and emotional difficulties to adapt and modify curriculum pathways, deliver and quality assure the delivery of regulation and learning activities through the supervision of a dedicated staff team .

About the school

We are a secondary school for children and young people with additional needs based in the Burnholme area of York. We have embedded classes at secondary mainstream schools in the city and post-19 provision in partnership with Linkage Community Trust.

Our students are at the heart of what we do, and with them we will help them to achieve their aspirations. Our school is a rich and vibrant place and one where each young person receives an individual opportunity to learn, grow and achieve.

For more information, please visit our school website

GRADE

Grade 7 —Level 1 to 4 (£32,536 to £34,840)

Pro-rata to TTO, 34.25 hours

CONTRACT

Fixed Term (Initially one year)—Term Time only

34.25 hours per week

REPORTS TO

Lead Practitioner—Regulation and Behaviour

HOW TO APPLY

Completed application forms should be posted or emailed to:

Sam Willsden—School Business Manager
Applefields School
Bad Bargain Lane
Burnholme
York YO31 0LW

Email: swillsden@applefields.pmat.academy

ADDITIONAL INFORMATION

Applefields school is an equal opportunities employer, committed to safeguarding and promoting the welfare of children. Enhanced DBS check required.

As part of our due diligence process, an online search will be conducted on all shortlisted candidates. These checks are carried out in accordance with Keeping Children Safe in Education (KCSIE) guidance to determine suitability to work with children and young people and keep them safe.

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About our School

Our school is a rich and vibrant place and one where each young person receives an individual opportunity to learn, grow and achieve.

We are a secondary school for young people with additional needs. We have embedded classes at secondary mainstream schools in the City.

Our students are at the heart of what we do, and with them we will help them to achieve their aspirations.

We want our students to 'Own their futures' and live and prosper in society.

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About our Trust

Providing an excellent education from age 2 to 19

Setting the course

Leading the way

Serving and inspiring

Formed in August 2016, Pathfinder is a successful, well-established Multi Academy Trust serving more than 6,600 children and their families across York and North Yorkshire.

We are a flourishing and supportive learning community. A partnership of like-minded Church and Community Schools, where a clear and ambitious vision of a high quality inclusive education **sets the course** and permeates across all areas of school life. Pathfinder has a proven track record of **leading the way**. We are a Trust with strong examination results, high quality teaching and learning, an inspiring curriculum, excellent opportunities for personal development and a wide, varied programme of extra-curricular opportunities.

We understand that achievement comes in many different forms and work collectively to **serve and inspire**, nurturing aspiration and promoting excellence in all our students. We value the uniqueness and diversity of each of our schools, celebrating this distinctiveness and the contributions they make to the wider Pathfinder community.

Pathfinder schools

- Acomb Primary School
- Applefields School York
- Archbishop Holgate's School – A Church of England Academy Founded 1546
- Badger Hill Primary School
- Barlow CE Primary School – Part of the White Rose Federation - One family, branching out together
- Burton Salmon CP School – Part of the White Rose Federation - One family, branching out together
- Chapel Haddlesey CE School – Part of the White Rose Federation - One family, branching out together
- Clifton with Rawcliffe
- Hempland Primary School
- Hensall Community Primary School – Part of the White Rose Federation - One family, branching out together
- Heworth Church of England Primary School
- Huntington Primary Academy
- Malton School – A Specialist Science School
- New Earswick Primary School
- Poppleton Road Primary School
- Rufforth Primary School – Inspire · Care · Grow
- St Barnabas Church of England Primary School
- St Lawrence's Church of England Primary School
- Tang Hall Primary School
- Welburn Community Primary School

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Job Description

MAIN PURPOSE OF JOB

To work under the supervision of the school Lead Practitioners to develop, coordinate, and deliver bespoke provision for young people with highly complex social, emotional and mental health needs.
To work in off site settings to deliver planned interventions.

CORE RESPONSIBILITIES, TASKS & DUTIES:

I. Working with school lead practitioners to design, map, and implement bespoke learning packages tailored to each pupil's unique SEMH profiles and Education, Health, and Care Plans (EHCPs)

II. Adapt and modify curriculum delivery pathways to meet the emotional and cognitive capacity and needs of the young people.

III. Deliver learning and regulation activities for the school's most complex learners.

IV. Evaluate and quality assure the delivery of the curriculum, ensuring lessons and activities are engaging, high-quality, and meet therapeutic and educational goals.

V. Support staff to track, record, and analyse pupil progress on school systems.

VI. Be the main, daily contact for the staff team and families to triage and respond to personal and logistical issues as they arise.

VII. Works in partnership with other adults involved in the education, health and care process and liaises with external professionals and parents/carers in relation to specific areas of responsibility; including taking the initiative to establish links where necessary.

VIII. Attends and contributes to regular multi-disciplinary team meetings with staff, external professionals and parents regarding pupils.

IX. Contributes to the school improvement plan by taking lead responsibility for specific areas of work or policy development that are appropriate to the skills, knowledge and experience as identified by the Senior Management Team.

X. Follows all school policies and procedures, in particular: School's Health, Safety and Security Policy, Child Protection Policy, Behaviour Management Policy, Inclusion Policy, Equalities Policy and Data Protection Policy.

XI. Participates as required in the school's performance management and supervision systems and take part in appropriate training and development activities.

XII. Makes appropriate use of ICT and adhere to policies relating to it, within their work in line with the school's systems of working.

XIII. Contributes to the overall ethos, work and aims of the school.

CREATIVITY & INNOVATION

- Create highly bespoke learning activities for young people who present with complex needs
- Work effectively within a budget to facilitate a range of activities
- Evaluate the differing presentations of the young people and contribute to plans to support them
- Provides advisory support and contributes to the professional development of colleagues in relation to their specialist area of expertise.
- Offer solutions to often challenging situations, being able to respond calmly and dynamically.

SUPERVISION / MANAGEMENT OF PEOPLE

- Provide strong line management, guidance, and daily supervision to a dedicated supporting staff.
- Design, coordinate, and maintain the daily and weekly staffing rotas, ensuring stable, consistent, and safe staff-to-pupil ratios across all bespoke timetables.
- Lead supervision and team meetings, share best practices in trauma-informed approaches, and address day-to-day operational issues.
- Identify training needs within the support team and assist in delivering professional development focused on SEMH strategies and behaviour management.

CONTACTS & RELATIONSHIPS

- Act as the central point of contact for families and carers, building trusted, transparent, and supportive relationships to ensure consistency between home and school.
- Liaise seamlessly with a wide range of external professionals, including Child and Adolescent Mental Health Services (CAMHS), social care, educational psychologists, and local authority SEND teams.
- Prepare comprehensive progress reports and actively advocate for the young person at multi-disciplinary meetings, annual reviews, and case conferences

DECISIONS – discretion & consequences

- Lead the planning, logistics, and educational design of off-site visits and bespoke learning opportunities.
- Produce thorough, robust, and dynamic risk assessments for all community-based learning and external trips, keeping pupil safety and emotional regulation at the forefront.
- Ensure all support staff are fully briefed on risk assessments and emergency procedures before leaving the school grounds.

WORK ENVIRONMENT –

Work demands

- Need to implement activities in lessons and interventions as planned also working to other deadlines eg EHCP contributions, contributions for MDT meetings.
- Need to implement actions in relation to specialist area of expertise as required.
- Work may be subject to some change and interruption eg unplanned absences of staff and children, unexpected visits by parents and professionals and also when supervisory duties are called for.

Physical demands

- Involves supporting pupils in settings and in the community which may have sustained periods of physical activity, involving bending, crouching, lifting, walking and running. There may be additional sporting activities as part of provision.
- Meeting pupils' personal care needs, physical interventions with pupils, moving children with physical disabilities, following approved procedures.

Working conditions

- Work will take place in classroom environments but also in the community and outdoors - therefore all weather conditions as required.
- May also involve visits in the home.

Work context

- Risk of verbal abuse, potential for physical harm due to the range of complex behavioural presentations from the cohort of young people
- Risk of injury from dangerous behaviours and the moving and handling of pupils
- Possibility of exposure to bodily fluids when assisting incontinent children with their personal hygiene

KNOWLEDGE & SKILLS

- Deep understanding of the barriers to learning faced by young people with complex mental health and social -emotional difficulties.
- Strong knowledge of curriculum adaptation techniques and quality assurance frameworks.
- Excellent organisational skills with the ability to build, shift, and manage complex staff rotas under pressure.
- Exceptional communication skills, with the ability to use empathy and clarity when speaking with families, and professionalism when collaborating with external clinicians.
- High level of resilience, emotional intelligence, and a solutions-focused mindset.
- Knowledge of relevant training strategies for regulation and behaviour eg sensory processing, trauma informed practice, NAPPI
- Excellent interpersonal skills
- Ability to organise, lead and motivate a team
- Ability to self evaluate learning needs and actively seek learning opportunities
- Ability to relate well to children and adults
- Relevant knowledge of first aid
- Effective use of ICT to produce appropriate resources to support learning
- Knowledge of personalised timetables and bespoke curricula
- Knowledge of child development and children's personal development needs
- Knowledge of the implications of common disabilities in children for school and families of pupils
- Knowledge of social and emotional development
- Ability to participate fully in physical interventions, in pupil personal care routines and in moving and handling pupils with physical disabilities safely, using appropriate mechanical and other lifting devices, following recognised procedures.
- Experience of working in a relevant discipline in a learning environment
- Experience of working in multi-disciplinary teams - with health and social care partners
- Experience of participating fully in planned intervention programmes for children with highly complex emotional and behavioural difficulties
- Experience of carrying out planned and dynamic risk assessments - minimising risk and being able to keep pupils and other safe

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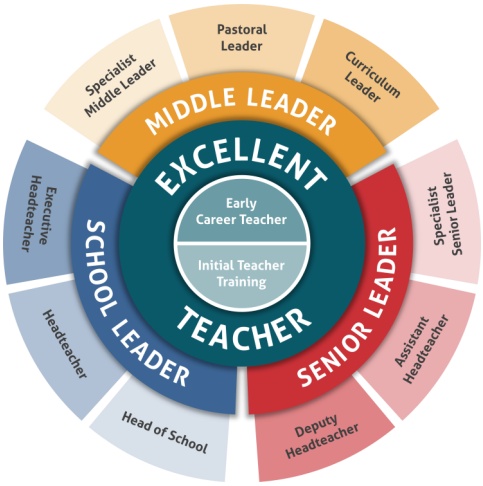
Professional Development

The professional development of our staff is a key commitment of the Trust and we have a career pathways programme to ensure we recruit, develop and retain the very best colleagues.

Teaching Staff

For our teaching staff, we have a career pathways programme which starts with Initial Teacher Training and progresses through to Executive Headteacher. At Pathfinder we:

- create a bespoke pathway to develop each person's individual talents and ambitions.
- provide staff with the highest quality research-proven CPD.
- offer access to skilled leaders and mentors.
- give staff opportunities for development from Initial Teacher Training to senior management.



Support Staff

Our career pathways programme for support staff aims to ensure that all colleagues are equipped with the necessary skills, qualifications and resources to fulfil their roles to the highest standard. At Pathfinder, our support staff will:

- be confident in fulfilling their role to the highest level.
- have an understanding of how their role fits into the wider organisation.
- act as a source of support, advice and guidance to colleagues.
- identify any training and development needs for themselves and staff they manage.
- be given support and advice to develop their skills to progress to posts at the next level.

PATHFINDER LEADERSHIP ACADEMY

Partnering with the National Society for Education, the Pathfinder Leadership Academy has been designed to identify, develop and support colleagues to progress into positions of middle leadership and beyond.

Pathfinder Teaching School Hub

Pathfinder Education Partnership

Proudly delivering Initial Teacher Training and Education, Appropriate Body services, the Early Career Framework and National Professional Qualifications across our urban, rural and coastal school communities.

Working in partnership with our urban, rural and coastal school communities to champion, sign-post, design and deliver high-quality professional development across Yorkshire and the Humber.

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Benefits of Working at Pathfinder

Our range of employee benefits aims to support the health and wellbeing of our staff ensuring they are valued and supported throughout their time at work.

Pension Scheme

You are offered membership of either Teachers' Pension Scheme, or for support staff, the Local Government Pension Scheme. As well as employees paying into the scheme (banded, based on earnings) Pathfinder also pays into the scheme on your behalf at the following rates (regardless of earnings).

Local Government Pension Scheme
We contribute an additional 19.9% of your salary.

Teachers' Pension Scheme
We contribute an additional 28.68% of your salary.

Staff Benefits Platform

Our dedicated employee benefits platform Vivup provides staff with access to all of our benefits in one easy to use and convenient place. Vivup also provides exclusive benefits through their platform and the option to spread the cost of purchasing items straight from your salary through the home and electronics and cycle to work benefits.

CSSC Sports and Leisure

Our staff benefits scheme with CSSC gives Pathfinder staff access to over 4,500 benefits, offers and activities including savings at restaurants, cinemas, gyms, theme parks and attractions; up to 70% off shopping with thousands of online and high street retailers and free health and wellbeing portal for courses, classes and content.

TES Magazine Subscription

All Pathfinder employees have unlimited access to the online TES magazine keeping you up to date with the latest education news, analysis and teaching and learning knowledge.

Employee Assistance Programme

Making sure everyone at Pathfinder gets the support they need whatever their worries, the Employee Assistance Programme provides specialist counselling and resources 24 hours a day, 365 days a year. The service is completely confidential and provides support by telephone or online from specialist call handlers and counsellors who understand the demands of working in education. You can also access:

- Emotional support and counselling
- Six sessions of in person or telephone counselling
- Access to online Cognitive Behavioural Therapy
- Specialist information on work-life balance
- Financial and legal advice

Able Futures

As a Trust, we are subscribed to Able Futures which provides up to nine months of confidential, no cost advice, guidance and support from mental health professionals to help you cope with work while you manage a mental health condition such as anxiety, depression or stress.

Discounted Bus Travel

As part of the First Bus Commuter Travel Club, Pathfinder employees benefit from discounts on work and leisure travel using First Bus services. The benefits include:

- Savings on discounted monthly bus tickets
- Unlimited bus travel in your chosen zone
- Tickets delivered straight the First Bus app
- Spread the cost of annual travel

Free Will Writing Service

Estate planning and will writing specialists Durham McCarthy are able to offer Pathfinder employees a free will writing service to help you plan for your future, protecting your family and loved ones.