



Job Description Confidential

JOB TITLE: SEND Outdoor Tutor

Location	Reports to	Hours	Salary
Bore Place, Chiddingstone	Lead SEND Tutor	Full Time	£27,000

Mission for the role

Bore Place is a historic estate set in 500 acres of beautiful countryside in Kent and home to our charity, the Commonwork Trust. The Commonwork Trust was established in 1976 and is committed to creating a world where people and nature work together to regenerate the planet and ourselves. Our work encompasses an organic market garden, venue, environmental education centre and programmes to provide opportunities for vulnerable and disadvantaged young people as well as the wider public. We are committed to creating a better future by providing a place that brings sustainability to life and offers opportunities to learn, grow and be inspired.

We have been running programmes for young people for over 40 years and for those with additional needs for over 25 years. We make use of every aspect of our grounds and farm to tailor programmes that develop essential life and work-related skills for young people. One of the Trust's priorities is to expand our offer to enable more young people to reach their full potential.

Your role

- Working as part of a team to develop and deliver inclusive, experiential outdoor education programmes for children, young people, and families - particularly those with Special Educational Needs and Disabilities (SEND).
- Planning and delivery of accredited programmes and qualifications for young people with SEND making full use of Bore Place's natural resources to support learning and progression.
- To deliver experiential outdoor learning programmes, activities and resources for visiting mainstream schools, community and visitor groups.
- To deliver school holiday programmes, activities and resources for children, young people and their families that link with food, farming and nature.

Direct Responsibilities

1. Programme Design and Delivery

- Develop and deliver person-centred, inclusive education and outdoor learning sessions aligned with national and accredited learning frameworks.
- Deliver:
 - Weekly term-time sessions for SEND and mainstream groups
 - Day visits for mainstream primary and secondary schools, tailored to themes such as sustainability, food, farming, nature, and wellbeing
 - Residentials
 - School holiday and Saturday clubs
 - Forest School sessions
 - Family-focused programmes (e.g. Children in Need)
 - Public and community education events
- Use Bore Place's natural and working environment (farm, gardens, woodland, kitchens, etc.) to deliver experiential learning in sustainability, food, farming, and nature.
- Engage learners in shaping their programme experience to support autonomy and shared ownership.

2. Accredited Programme Delivery

- Plan and deliver programmes that meet the requirements of accredited learning frameworks (LASER and John Muir).
- Set meaningful learning objectives and assess students' progress against agreed outcomes.
- Maintain records of learning and progression and contribute to formal reporting and certification processes.
- Work closely with the Lead SEND Tutor to ensure accreditation processes are robust, current, and student-focused.

3. Evaluation, Safeguarding, and Administration

- Carry out needs assessments and co-design learning plans with young people and/or families.
- Track learner outcomes using monitoring tools and provide regular reports.
- Keep accurate records of attendance, progress, incidents, and safeguarding concerns.
- Ensure a clean, safe and welcoming learning environment in coordination with housekeeping staff.
- Adhere to all relevant safeguarding, health and safety, and food hygiene procedures.

Person specification

Experience

- Qualified educator, tutor or Forest School practitioner with 3+ years' experience.
- Experience working with SEND children and young people in outdoor and/or inclusive learning settings.
- Experience delivering and assessing accredited programmes.
- Familiarity with differentiated instruction, inclusive communication (e.g. Makaton, Communicate in Print), and the National Curriculum.
- Proven track record of building confidence, wellbeing, and skills in young people with diverse needs.

Skills and Abilities

- Strong communication and teaching skills for varied ages and abilities.
- Passion for outdoor learning, nature, and inclusive education.
- Ability to plan and assess accredited programmes and track learning outcomes.
- Comfortable working outdoors year-round in a practical and physical capacity.
- Creative and adaptable approach using "head, heart, and hands" learning.
- Interest in horticulture, organic food, nature, arts, or countryside-based activities.
- Collaborative team player with the ability to support peer development.

Knowledge

- Understanding of the SEND education sector and inclusive teaching methodologies.
- Awareness of sustainability and environmental education principles.
- Knowledge of outdoor learning practices, inclusive of Forest School.

Personal Attributes

- Committed to the mission and values of Bore Place.
- Resilient, flexible, and proactive.
- Willing to work occasional evenings/weekends and travel as needed.

Our Values

Inspire

Inspiring and learning through experience - We inspire people to look after the Earth, enjoy the living world and become guardians of its future.

Regenerate

Regeneration in action - We seek to be a real-life model of regenerative practice and instill this at the core of everything we do.

Collaborate

Making a Difference Together - People and partnerships are at the heart of our organisation. We acknowledge that to achieve real change we need to work with others. This collaborative approach is key to our success.

Be Inclusive

A fair and inclusive environment - We champion and promote inclusion, equality, and diversity always. We aspire to be an organisation where people feel valued and included equally.

Take Ownership

Personal and collective responsibility - Bore Place belongs to us all. Together we care for the land and provide a well-managed, accessible space, rich in wildlife where our values are central to our actions and choices.

Benefits of the role and working at Bore Place

- A diverse role within a growing organisation with clear accountability.
- Ability to make a significant difference to the lives of others and see the direct impact of your role.
- Flexible working arrangements.
- Pension.
- 38 days paid holiday - including bank holidays (pro-rata)
- Coaching and support.
- Opportunity to undertake further learning and training.
- Life insurance, EAP, pension, staff discounts on courses and food.
- A glorious countryside location with free parking onsite

Diversity

Bore Place is committed to promoting a diverse and inclusive workplace where everyone can be themselves and succeed on merit. We strive to ensure that opportunities to work and develop at Bore Place are open to all. We treat all job applications equally, regardless of age, disability, gender identity or gender expression, race, ethnicity, religion or belief, sex, sexual orientation, or any other equality characteristic.

Please notify us of any disability at the earliest opportunity should you wish us to make any special arrangements for the application process or, if successful, for the role. We will ensure we make reasonable adjustments wherever we can.

Safeguarding and DBS

The safety and welfare of children and other vulnerable people at Bore Place is extremely important to us and is why we pride ourselves on our Safeguarding procedures. All positions at Bore Place are subject to a Disclosure & Barring Service (DBS) check at the appropriate level.

Right to work in the UK

It is a requirement that any successful applicant has the right to work in the UK and can provide evidence of this. This would be an express term and condition of your employment with us.