

Job Description

Hours: Full Time

Salary: L9 – L12 Fringe

Responsible to: Employment liability to be held by Christus

Responsible for: Provision of SEND strategies for all pupils across the Christus and Assisi Trusts

Purpose of role: To provide strategic SEND and Inclusion leadership across both the Christus and Assisi Catholic Multi Academy Trusts with time allocation divided equally.

Main Roles and Responsibilities:

- Set and develop the strategic vision and actions for all aspects of SEND and Inclusion across the Christus and Assisi Trusts.
- Evaluate progress towards each Trust's targets and lead on action to drive continuous improvement through leading, managing, developing and maintaining high quality inclusive provision which enables. High quality teaching and excellent outcomes for all pupils with SEND.
- Liaise effectively with outside agencies and external providers, to ensure that provision and support is provided to help meet the needs of pupils.
- Have responsibility for ensuring that all stakeholders are fully aware of the Trust SEND and Inclusion strategy and best practice. That these are actioned and evidenced with both school and Trust development plans.
- Lead the development of staffing structures relating to SEND within the academies to they are sustainable, fit for purpose and facilitate collaboration and continuous improvement across each academy within both Trusts.
- Provide strategic advice and guidance to Academy Leaders, SENDCOs, and Governance committees relating to SEND and Inclusion.
- Ensure there is consistency, accuracy and appropriateness in reporting to, informing and liaising with Trust committees.
- Be accountable for ensuring the highest level of SEND provision is being consistently deployed by the Academy Leaders, SENCOs and their teams within each academy.
- Ensure SEND and Inclusion policies and procedures are understood, adhered to, the appropriate documentation is uploaded to the website and a SEN register is maintained in each academy and there is clear alignment.
- Maintain excellent working knowledge of SEND legislation and training, communicate to Academy Leaders, Governors, and Trustees on SEND legal updates, communicate relevant information to the SENDCOs in each academy.
- Establish a shared culture across both Trust's SEND network that enables everyone to work collaboratively and share best practice.
- Lead termly SEN network meetings.
- Work with SENDCOs to ensure they are prepared for all Ofsted inspections and monitoring visits regarding SEND and Inclusion.
- Observe and assess the quality of teaching and the provision to meet the needs of children with SEND, working with Academy Leaders and teachers to modify and improve support plans in place, if necessary.
- Any other duties as required by the Christus and Assisi Trusts.

Person Specification

	Essential	Desirable	Assessment
Qualifications	<p>A good honours degree or equivalent level of training</p> <p>QTS</p> <p>SEND qualification</p>		<p>Application form</p> <p>References</p>
Experience	<p>Proven effective leadership relating to SEND and Inclusion in diverse and challenging environments</p> <p>Recent experience of working with schools and parents on matters relating to SEND and Inclusion</p> <p>Creating and implementing SEND policy and strategy that secures rapid improvement and best practice</p> <p>Experience in working with a range of external organisations to ensure the highest quality SEND and inclusion provision</p> <p>Evidence of leading and motivating staff effectively, managing under performance</p>	<p>Working in a multi academy trust or collaborative work with other schools and settings</p>	<p>Application form</p> <p>References</p> <p>Interview</p>
Knowledge and Understanding	<p>Secure understanding of best practice in SEND and Inclusion</p> <p>Ability to use IT and broader information technology to manage the recording, reporting, tracking and review in the context of SEND</p> <p>Analytical and interpretive skills used to convey and explain key elements to a range of audiences</p>		<p>Application form</p> <p>References</p> <p>Interview</p>
Skills and Personal Attributes	<p>Working under pressure to meet deadlines</p> <p>Prioritising, planning and organising own time effectively</p> <p>Initiative and leadership skills required to raise standards</p>		<p>Application form</p> <p>Interview</p>

	Essential	Desirable	Assessment
Skills and Personal Attributes	<p>Creative and imaginative approach to anticipating and solving problems and identifying opportunities</p> <p>Good interpersonal skills</p> <p>Self-motivation, drive and resilience A</p> <p>sense of humour and perspective</p> <p>Effective communication skills, both oral and written, for a range of audiences</p>		Interview