



Assistant Headteacher - Inclusion **Easter 2025**

We are seeking to appoint a permanent full time Assistant Headteacher (Inclusion) with effect from Easter 2025 to join our Senior Leadership Team.

The post of Assistant Headteacher - Inclusion is a senior leadership role at Plume Academy and we are seeking an ambitious and dynamic leader to lead an exceptional SEN department.

The successful candidate will lead our whole-school approach to Inclusion. We are looking for someone with exceptionally high expectations of what all students can achieve and is dedicated to getting the best outcomes for students regardless of the starting points.

The successful candidate will play a key role in the quality of education for all learners at Plume Academy, demonstrating deep commitment to a challenging curriculum entitlement for all students. They will have a deep understanding of the pedagogy, support and assessment practices that will ensure all students learn the curriculum.

A passion for quality first teaching and experience of working with students with special educational needs is essential as well as a good understanding of working with EAL, LAC and PLAC students.

The successful candidate will report to the Joint Head of Academy and the role will be integral in ensuring that the work of the academy reflects its core aims and objectives and vision, values and ethos within a strong forward thinking and innovative college setting in our highly successful academy.

The role will work with all staff to raise levels of achievement for all students within the inclusion setting as well as to ensure they remain safe and happy whilst in our care.

The role exists to lead our approach to inclusion at Plume Academy, ensuring that all students' needs are met, they have full access to our curriculum, and are able to achieve their full potential. It is a whole-school responsibility, developing the quality of our curriculum and teaching to enable all students (including those with additional needs) to make excellent progress.

A large part of the role is leading the SEND faculty in ensuring an exceptional climate for learning in which staff and vulnerable learners can flourish, both academically and in terms of their own personal development. The holder of this role will ensure that the day-to-day running of the SEND faculty functions efficiently and effectively, and that all relevant policies and procedures are fit for purpose and are applied robustly and fully.

The post holder will coordinate matters directly relating to LGBT+ initiatives to work alongside the academy's many external partners in matters directly relating to students, maintaining the accreditation and focus. To support the academy's faculties and their respective staff to champion our LGBT+ approach and to effectively engage our parents and carers to further their understanding of LGBT+.

The successful candidate will work alongside the members of the Senior Leadership Team to effectively support, guide, and manage the academy's staff to provide a secure, rigorous, and stimulating environment, as well as a sense of teamwork and collaborative respect. In addition, the

role will work collaboratively with the Joint Head of Academy in all aspects of the day-to-day management of the academy for students with additional educational needs.

We are looking for a colleague who will demonstrate, above all, that they have the highest of expectations for all students in our academy.

You will:

- Be able to demonstrate outstanding classroom practice.
- Have extensive experience and skills in working with students with a range of special educational needs and be passionate about helping all our young people to achieve their full potential.
- Be able to demonstrate how their work has had a significant impact on the whole school as part of a senior leadership team.
- Have an excellent understanding of curriculum and pedagogy.
- Have excellent interpersonal, organisational, leadership and management skills.
- Have the ability to relate to and communicate effectively with parents, colleagues and other professionals.
- Have a strong commitment to innovative student support and staff development.
- Be well organised, hardworking and enthusiastic.
- Have excellent leadership skills and be able to hold people to account.
- Have a SENCO qualification

Personal Qualities

The successful applicant should have a good honours degree and a QTS or equivalent teaching qualification and have the NASENCO qualification. In addition, proven successful experience of outstanding leadership and classroom teaching experience.

Applicants should be hardworking, enthusiastic and have a high level of commitment and ability to focus on fostering the teaching and learning and personal development of Year 7 to 13 students. They should have an interest in new teaching and learning developments and a high level of integrity. Experienced candidates should be able to evidence excellent levels of value-added achievement and high retention levels.

Leadership is an important aspect of the role and candidates should have experience as a manager of leading, motivating and line managing staff effectively to raise standards and evaluate the impact of initiatives.

Responsibilities of the Post Holder

A full job description and person specification can be found in the New Candidate Information Pack – Whole Academy Inclusion Lead, which accompanies this advertisement.

Pastoral

All qualified and experienced full time teaching staff are expected to fulfil both an academic teaching role and a pastoral role in the academy and act as a tutor to a group of assigned students. This involves staff in all aspects of tutorial work including guidance, pastoral support, first level safeguarding, monitoring and encouraging progress, contact with parents, writing reports, compiling student references and the delivery of part of the academy's personal tutorial programme during the timetabled tutorial period. For a full-time post, a firm commitment to this aspect of teaching is essential.

Wider Contribution

Full time teaching staff may also have opportunities to contribute to the extra-curricular programme. This is very wide ranging and can often enable staff to contribute particular skills and interests where they meet academy needs. Applicants should indicate if they have particular interests, and this would be discussed at the time of interview.

We are looking forward to hearing from candidates who have ambitions for leadership and are ready for a post which has a high level of challenge. You will be part of an excellent team and will be given extensive support to develop to your full potential both in this role and beyond.

Remuneration

Annual salary for a qualified teacher will be in accordance with the academy Teachers Pay Scale, which from appointment for a full-time post currently involves a salary within the leadership pay scale of L16 – L20, however, current salary of the applicant will be taken into consideration for salary offered. Salaries are reviewed by national negotiation with effect from 1st September each year. Progression through the Teachers Pay Scale is subject to acceptable annual performance development review process.

We can offer you:

- A highly supportive and friendly working environment
- Cycle-to-work Scheme
- Electric Vehicle Scheme
- 24/7 Free Employee Assistance Programme (offering individual support, information and advice including financial, legal and home-life and work-related issues)
- CPD opportunities and Internal Promotion
- Up to 25% Gym Membership
- Free staff car park
- Essex Working Well Wellbeing Service (health and wellbeing support and guidance)
- Access to Workplace Health Champions
- Access to Mental Health First Aiders

Application Process

If you are interested in the position and wish to discuss the post prior to application, please email Mrs. Dorcas Ologunde, Director of HR at d.ologunde@plume.essex.sch.uk, to arrange a telephone conversation. We are very proud of our academy and what we can offer new members of our collaborative team. The Director of HR and the Joint Heads of Academy will be pleased to discuss the post and provide more information about the post and the academy in general.

To apply please complete the Online Plume Academy application form (<https://plumetrust.face-ed.co.uk/Vacancies/Detail?campaignRef=SCH-PT-0036>). This must be completed and submitted by the closing date and time stated (unaccompanied CVs or third-party application forms will not be accepted).

Closing Date: Monday 20 January 2025

Interviews are likely to take place during that week

Plume Academy remains fully committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and trustees to share this commitment.

