

# **Assistant Inclusion & Intervention Lead**

## **Candidate Information Pack**

### **The Beacon CE Primary School**



# About Liverpool Diocesan Schools Trust

## We believe

Jesus said, 'Let the children come to me.' (Mt 19).

We believe that we are fulfilling this command when we enable children of all faiths and none to flourish in our schools. The Liverpool Diocesan Schools Trust (LDST) has an important role to play in improving the attainment of pupils across the Diocesan region.

## What is our Purpose?

**Working together with our school communities, providing an excellent education and life-enhancing relationships with the Christian faith and Jesus Christ.**

We do this through:

- Being a family of schools that is committed to well-being and supporting each other, so that all children, learners and staff across our Trust, flourish.
- Connecting with each other to share practice and provide an excellent education that is built on distinctly Christian values.
- A commitment to inclusion, ensuring that all learners thrive through an education that teaches wisdom, instils hope, nurtures community, and embeds dignity and respect.
- Strong bonds of collaboration, innovative approaches to education and a shared purpose amongst schools, families, and communities.

## What is our vision?

As a Diocesan Trust, our Christian values are intrinsically linked to our commitment to provide an innovative, high quality education, so that children and learners make excellent progress and fulfil their academic potential, by ensuring that:

- We live out our **Christian values** to **develop future citizens** who can contribute positively to a caring, compassionate nation.
- We share a Trust-wide commitment to providing an **education** that enables children and learners to **flourish and achieve** - academically spiritually, morally, socially, culturally, physically.
- We celebrate **diversity**, **address inequality**, **overcome disadvantage** and **raise aspirations** so that learners can achieve their **highest academic potential**.
- Access to an **inspirational curriculum** and **excellent teaching** enables our children to acquire a **deep body of knowledge** and a zest for **life-long learning**.
- Our schools can thrive under outstanding **local leadership**, accountable to the Executive team and Board of Directors.

- We identify **talents** and provide opportunities for **staff** to develop, pursue career developments and contribute significantly to **wider improvements**
- We maintain a strong emphasis on **safeguarding** and the **mental health and well-being** of all our pupils and staff.
- Our schools are self-sustaining, **inclusive learning communities** of professionals who **connect and collaborate** to **share best practice** and **innovative approaches rooted in informed evidence**.

## Our Core Values

### We value Difference

We are respectful of the:

- **Uniqueness** of each individual school
- **Differences** within each school and community

### We value Local

- Providing aligned support and central services to empower local leaders to make local decisions that meet the needs of the local communities

### We value Collaboration

- We value the opportunities to **collaborate** and work as a **team** to improve outcomes across our Trust

### We value Inclusion

- We welcome **all** and are committed to ensuring that **each pupil** receives an educational experience related to their **own** personal gifts or needs
- We celebrate **diversity** and the individual talents of our pupils and staff

We welcome pupils of all faiths and none

**We are a fully inclusive organisation and encourage applications from individuals from minority communities.**

# The Beacon CE Primary School



## About The Beacon CE Primary

The Beacon CE Primary School is a popular and successful school situated in the heart of Everton. As a church school our Christian vision and values underpin everything we do for our whole school community to flourish.

Our aim is to develop the whole child and prepare our children for lifelong learning. We have high expectations of every child and know that their potential is infinite. We want children to have a happy, safe, and caring environment in which to learn and prepares them to be confident and happy citizens, encouraging perseverance and a desire to succeed.

We are incredibly proud of our INSPIRE curriculum which provides high quality learning in an inclusive nurturing environment enabling all children to thrive and 'live life in all its fullness.'

## School Priorities

This year, our school priorities are:

- To develop **leaders** at all levels to impact positively on our INSPIRE Curriculum.
- To ensure the impact of our INSPIRE **curriculum** is strong for **all pupils** through the knowledge they retain and links they make.
- To use effective **teaching and learning** strategies to embed curriculum knowledge.
- To further develop our **behaviour and attitudes** curriculum to foster a positive and respectful school culture.
- To **empower our pupils** to learn about and make a difference to the world they live in.

## Our Christian Vision

### ***Learning Together, Following Jesus***

Jesus said, "I am the light of the world. Whoever follows me will have the light of life." **John 8:12**

Jesus is the light we follow to provide our children with as many opportunities as possible for a positive future. Through living out our Christian Values, we grow as a strong community. We have high aspirations for both ourselves and the children and believe in being committed to the development of every child at our school, demonstrating love and respect daily.

# Job Description

<b>Title:</b>	Assistant Inclusion & Intervention Lead
<b>Salary:</b>	M1-M6: £31,650-£43,607/UPS1-UPS3: £45,646-£49,084 + TLR 2 Min £3,391
<b>Hours:</b>	Full Time
<b>Accountable to:</b>	Executive Head/Headteacher/Inclusion and Intervention Lead
<b>Location:</b>	The Beacon CE Primary

The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document. It may be modified by the Headteacher, with your agreement, to reflect or anticipate changes in the job commensurate with the salary and job title.

## Key Responsibilities

- Demonstrate a commitment to the school's Christian values and act as a role model to others.
- To be a middle leader.
- Contribute to the continuous development of the whole school vision.
- Assist in the strategic leadership for inclusion in the school.
- Role model excellent teaching and learning to deliver outstanding outcomes for all pupils.
- Support teaching staff in their understanding and use of adaptive teaching techniques to ensure all pupils can access the curriculum.
- Monitor standards of attainment and progress for SEND pupils across the school and advise on its use for pupil and whole school target setting in order to close attainment gaps for SEND pupils.
- Undertake appropriate analysis of data and report to the senior leadership team and governors as required.
- Monitor pupil progress on the SEND toolkit and ensure that any specific pupils are targeted appropriately.
- Coordinate the production and review of school Inclusion and SEND policies.
- Monitor the impact of higher-level needs funding for SEND pupils
- Support the teaching and learning of individual and groups of children.
- Promote the safeguarding and wellbeing of children.
- Attend meetings as required, including participating in training.
- Contribute to the overall ethos of the school.
- Effectively contribute to the School Self Evaluation and School Improvement Plans.
- Demonstrate a commitment to the involvement in the wider life of the school.
- Engage with key stakeholders including specialist teachers and other SENDCos both in the local area and across LSDT, building strong relationships.

- Represent the school as required at Trust meetings.
- Contribute to the school's digital support plan for pupils with SEND incorporating AI and assistive technology to improve outcomes.

## Leadership and Management

- Support and monitor the implementation of the school's key priorities for children with SEND and additional needs to close the attainment gaps and report findings to SLT, LDST and the school's Governing Body.
- Manage and evaluate the outcomes of interventions and support for children on the SEND register.
- Offer practical support and advice to all staff, enabling them to deliver high quality teaching and provision to children with additional needs.
- Coordinate the school's responsibilities in evidencing the graduated approach during the statutory assessment process, with a view to ensuring that children with a high level of need obtain an educational health care plan.
- Assist in the day-to-day operation and the implementation of the school's inclusion policies.
- Lead Inclusion meetings ensuring internal and external referrals are made and actions impact on children and families positively.
- Contribute to the continuous development of the school vision.
- Champion the school vision and model our school Christian values.
- Develop and maintain a culture of high expectations for self and others.
- Motivate others and lead by example to create a positive climate of collaboration, research and sharing of best practice.
- Role model excellent practice in accordance with school policies, including behaviour, discipline and bullying.
- Uphold the school's behaviour code and uniform regulations.
- Have knowledge and understanding of the SEND Code of Practice.
- Willing to successfully complete further leadership training e.g. NPQSL
- Monitor the provision of pupils with additional needs and SEND and provide support and advice towards staff.

## Teaching and Learning

- Undertake teaching duties in accordance with the school's schemes of work and our Inspire Curriculum.
- Deliver outstanding pupil outcomes.
- Liaise with colleagues to deliver units of work in a collaborative way.
- Engage effectively with teaching assistants and the wider school team.
- Demonstrate excellent practice.
- Use assessment data effectively to ensure pupils make accelerated progress.
- Be an expert in your field and commit to your own professional CPD.

## Other Duties and Responsibilities

- Role model professionalism in all aspects of school life, including dress, punctuality, environment, and attendance.
- Champion the aims and ethos of the school.
- Keep updated and informed about local and national developments relating to education and be able to disseminate information to colleagues.
- Attend, coordinate and participate in out of school events.
- Participate in staff training.
- Attend and contribute to team and staff meetings.
- Develop links with governors, Local Authorities, and neighbouring schools.
- Other ad hoc duties as required.

This job description is intended to clarify the main duties and responsibilities of the post, but it is not intended to be an exhaustive list of all the tasks undertaken by the post. The jobholder will be expected to carry out professional tasks as are commensurate with the duties and responsibilities of the post.

**Liverpool Diocesan Schools Trust is committed to safeguarding and promoting the welfare of children and we expect all staff and volunteers to share this commitment to keeping children safe. Any offer of employment will be subject to statutory pre-employment checks including satisfactory references, online checks, Enhanced DBS, and Barred List checks. This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 (as amended in 2013 & 2020) and shortlisted candidates will be required to disclose any relevant criminal history prior to interview. Candidates must also be able to demonstrate their Right to Work in the United Kingdom.**

Please visit: <https://www.beaconceprimary.co.uk/page/safeguarding-including-e-safety/30888> to view our Safeguarding policies and procedures.

# Person Specification

We strive to achieve excellence and to not only maintain our school, but to improve and enrich our school. To achieve this, you will need to:

- Champion and role model a culture of high aspirations and high expectations
- Work flexibly to meet the changing demands and priorities
- Ensure that all staff are respectful towards pupils, with an unshakeable belief in their entitlement to a high-quality education
- Engage with and promote the aims and objectives of both the school and LDST

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• QTS</li> <li>• Further professional development</li> </ul>	<ul style="list-style-type: none"> <li>• SEND Qualification or willingness to complete SEND Qualification</li> <li>• Willingness to undertake further leadership training e.g. NPQSL training</li> <li>• Further professional development linked to management and school improvement</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• At least 3 years teaching National Curriculum Primary/Early Years Foundation Stage</li> <li>• Management within a school e.g. key stage coordinator or subject / aspect lead</li> <li>• Understanding of the SEND Code of Practice and its implementation</li> <li>• A good knowledge of the range and type interventions available to effectively support children with SEND</li> <li>• Experience of liaison with other educational</li> </ul>	<ul style="list-style-type: none"> <li>• Teaching across all key stages</li> <li>• Management of CPD</li> </ul>



	establishments, schools, advisers and consultants <ul style="list-style-type: none"> <li>• Delivering excellent pupil outcomes</li> </ul>	
<b>Teaching and Learning</b>	<ul style="list-style-type: none"> <li>• Demonstrably delivers excellent teaching and learning</li> <li>• Effective and systematic behaviour management with clear boundaries, sanctions, rewards and praise</li> <li>• Excellent and current knowledge of the curriculum requirements, and can implement, monitor and support these effectively</li> <li>• Commitment to safeguarding and positive commitment to equality and diversity and Inclusion</li> <li>• ICT knowledge and skills relating to class teaching, able to demonstrate the effective use of ICT to enhance teaching and learning</li> </ul>	<ul style="list-style-type: none"> <li>• Proven track record of successfully monitoring, evaluating and improving the quality of teaching and learning</li> </ul>
<b>Knowledge and Skills</b>	<ul style="list-style-type: none"> <li>• Knowledge of how to complete referrals to relevant professionals or the Local Authority</li> <li>• Building, communicating and implementing a values-centred shared vision</li> <li>• High expectations of self and others</li> <li>• Principles of effective teaching, assessment and raising standards</li> <li>• The use of technology to support teaching</li> <li>• The ability to make appropriate use of the analysis of data</li> </ul>	<ul style="list-style-type: none"> <li>• Strategic planning process</li> <li>• Models of adult learning and professional development</li> <li>• Line managing other staff</li> <li>• Creating a learning culture</li> <li>• Knowledge and understanding of school improvement at whole school level</li> <li>• Knowledge and experience of school self-evaluation and school improvement planning</li> </ul>

	<ul style="list-style-type: none"> <li>• Knowledge of current developments and national priorities</li> <li>• The ability to liaise with families and maintain good relationships</li> </ul>	
<b>Safeguarding</b>	<ul style="list-style-type: none"> <li>• Displays commitment to the protection and safeguarding of children and young people</li> <li>• Will co-operate and work with relevant agencies to protect children</li> <li>• Has up to date knowledge and understanding of relevant legislation and guidance in relation to working with, and the protection of children and young people</li> </ul>	<ul style="list-style-type: none"> <li>• Engagement with external stakeholders in the context of safeguarding children</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Commitment to Christian values and their personal faith, whatever this may be.</li> <li>• Convey personal enthusiasm and commitment</li> <li>• Good interpersonal skills</li> <li>• Friendly yet respectful approach, fostering mutual respect</li> <li>• Positive and proactive attitude</li> <li>• Learns from experience and challenges</li> <li>• Strategies for promoting inclusion, intervention, diversity and access</li> <li>• Embraces change</li> <li>• Communicate effectively to a range of audiences</li> <li>• Prioritise, plan and organise themselves and others</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of Trauma Informed practice and how to support others to be trauma informed in their day to day interactions.</li> </ul>

# How to Apply

## Application Process

The application process for this role is a 2-stage process:

- Application form
- Observation/Interview

To be considered for this role you must complete the LDST application form. We are unable to accept CV applications, or applications from agencies.

Once the closing date has been reached all applications will be reviewed. The candidates who best demonstrate the skills listed in the person specification in their application will be invited to a lesson observation initially and then interview.

To ask any questions, or to submit your completed application form, please email [recruitment@beacon.ldst.org.uk](mailto:recruitment@beacon.ldst.org.uk) or call 0151 263 4206.

LDST reserves the right not to progress candidates to the next stage of the process, or not to appoint to the role if candidates fail to demonstrate the essential criteria in the person specification.

Applicants from overseas are advised to obtain an overseas criminal check before they apply for a visa as the post is in the education sector.

**Closing Date:** Thursday 15<sup>th</sup> May 2025 at 1pm

**Shortlisting Date:** Friday 16<sup>th</sup> May 2025

**Observation/Interview Date:** Monday 19<sup>th</sup> May 2025

**Start Date of Post:** September 2025

Please contact the school office on 0151 263 4206 or email [recruitment@beacon.ldst.org.uk](mailto:recruitment@beacon.ldst.org.uk) to arrange a school visit.

## **Our Trust Prayer**

Heavenly Father,  
Let peace, friendship and love grow in our schools.  
Send the Holy Spirit to give  
excellence to our learning  
love to our actions and  
joy to our worship.  
Guide us to help others,  
so that we may all  
Learn, Love and Achieve, Together with Jesus.  
Amen