

United in Lifelong Learning



**Ready
Respectful
Responsible**

Head Teacher: Mrs J Henderson
01524 832747

Langridge Way
Westgate
Morecambe
LA4 4XF

7th November 2025

Deputy Inclusion Co-ordinator

Westgate is very large mainstream primary school with just under 500 children serving the community in Morecambe. The pupils are at the centre of everything we do with a committed, experienced and hard-working staff base meeting the needs of the children we are responsible for.

We wish to appoint a dedicated person to support pupils and their families who are facing difficulties related to social, emotional, personal, behavioural challenges or other factors. The candidate will work as part of the Inclusion team here at Westgate. The purpose of our Inclusion team is to support and empower our pupils and families to overcome barriers and develop the independence, confidence and skills to thrive.

The successful candidate will be able to work well independently, as well as work collaboratively with the wider staff team and families. The ability to communicate effectively, build positive relationships, work calmly and flexibly are essential. We are looking for individuals who can truly support children and be part of a team that make a positive and life-long difference.

This position is full time (37 hours per week term-time only) and the salary received will be on a pro –rata basis. The position will be at Grade 6 or 7, depending on the successful candidate's experience/knowledge. There will be an opportunity to negotiate up to 2 additional weeks work within the school holidays. All this will be agreed on appointment.

Please see the job and person description for further details of the role.

We have an excellent record in terms of supporting the development of our staff and we hold all of the Westgate team in very high regard, they are our most valuable

resource and so we take time to nurture and value them. Staff enjoy coming to work and give 100% to both children and colleagues. We all work hard here and our efforts are rewarded with the satisfaction gained from seeing pupils move on with their learning and personal development.

The school population comes from a range of backgrounds, our Pupil Premium is 40% and many have difficulties outside school.

We are looking for someone who has;

- Successfully worked with children with Social, Emotional and Mental Health Difficulties
- Been in the role of Designated Safeguarding Lead or Deputy or has relevant Safeguarding experience
- Been involved in making difficult professional decisions and providing professional challenge
- Experience of working as part of an effective team
- Knowledge of trauma-informed practice and the impact of Adverse Childhood Experiences
- Knowledge of appropriate interventions for supporting children with SEMH difficulties
- A child-centred holistic approach and ability to see things from the child's perspective
- An ability to show empathy to all members of the school community.
- An ability to evidence a highly developed sense of self awareness and not respond personally to challenging situations
- An ability to contribute to Individual Inclusion Plans using specialist advice and knowledge of the child
- Knowledge of appropriate and relevant legislation, including Keeping Children Safe in Education and Working Together to Safeguard Children
- A flexible approach to work
- Good time keeping
- Good organisational skills and effective recording
- A warm, non-judgemental approach
- An ability to act with integrity at all times
- A great sense of humour!

In return, we can offer;

- The opportunity to join an effective inclusion team, who work closely with all stakeholders for the good of the children
- An experienced and welcoming staff who are passionate about helping children to achieve their very best
- Enthusiastic children who are rightly very proud of their school

- The opportunity to further develop your own career path in a supportive and forward-thinking environment, surrounded by like-minded staff
- A positive, supportive and happy place to work, where children are at the centre of everything we do and that everyone has a 'can do' attitude

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We have a designated senior member of the leadership team who is responsible for referring and monitoring any suspected case of abuse. All members of staff will receive training in line with our child protection policy. All shortlisted candidates will be subject to rigorous safeguarding checks.

Unfortunately, we will not be able to respond to each applicant personally. The closing date for applications is **Thursday 4th December** so if you have not heard from us by Monday 8th December, please assume your application has not been carried forward to the next stage. If this is the case please accept our thanks for your application and our best wishes for any further applications you might be making.

We would like to invite prospective candidates to visit the school. If you are interested in the post, please come and meet us and get a feel for our school and our children. Tours will take place on the following dates;

- Wednesday 19th November at 10am
- Thursday 20th November at 4pm

We are anticipating that interviews will be held on Wednesday 10th December.

If you wish to attend one of the tours, please email e.nutt@westgatesch.com or call the school office on 01524 832747 to book, stating which day you would like to attend. Please ensure you book a place rather than just turning up.

If you have any questions regarding the role, please contact the Head Teacher, Jane Henderson, by email on headteacher@westgatesch.com or call the school office on 01524 832747.

If you like a challenge, don't mind hard work and want to make a difference, fill in your application and return it to us by the closing date. Applications by email to e.nutt@westgatesch.com

Yours sincerely,



Jane Henderson
Head Teacher