



*St Francis Catholic
Multi Academy Trust*

Recruitment Pack
Director of SEND

Contact us:

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The Old Grammar School, 13 Moorgate Road, Rotherham, S60 2EN



Salary: L21-25

Hours of work: Full Time

Contract: Permanent

Responsible to: Chief Executive Officer

Start Date: 1st January 2026 – negotiable

Closing date: Tuesday 21st October 2025 at 9am

Interviews: Thursday 23rd October 2025

St Francis CMAT is offering a wonderful opportunity for a highly skilled and creative SEND leader to join our School Improvement Team as Director of SEND for the Trust.

St Francis CMAT has grown significantly over the last three years from a small cluster of 6 Primary Schools to a vibrant and rapidly growing community of 12 Primary Schools and 2 High Schools. In line with the Bishop of Hallam's vision, we will eventually grow to 20 Primary Schools and 4 High Schools.

This is such an exciting time for an energetic, well qualified and inspirational leader to join the Trust in order to create our SEND Strategy for the future. This will be a 'blank page' for the successful candidate to design, deliver and lead whilst being supported by an experienced and ambitious School Improvement Team.

Our vision at St Francis CMAT is to create a hybrid model of provision for our students with SEND. We are ambitious in our aspiration to build local specialist settings for the Trust which will result in our students being fully immersed and included in their mainstream settings whilst also accessing specialist provisions which can support and meet high level need.

The Director of SEND will be passionate about realising this vision with us and will drive this ambition into the future.

The Director of SEND will be impassioned to develop people. With a significant and talented workforce across the Trust of teaching and support staff, they are our greatest resource to impact on the outcomes of our learners. The successful candidate will design a full CPD programme of SEND training ensuring that this is current, engaging and impactful for all members of the Trust.

We are looking for a candidate who can evidence a history of strong SEND leadership, ideally in a range of contexts. You will be a confident and articulate leader who has a depth of understanding not only of the workings of multi academy trusts, Local Authorities, the DfE and related bodies but will also have the skills and experience with which to develop school leaders to an outstanding standard.

Although we are joined together in our Catholic faith, our schools are unique with distinct characteristics and demographics. We therefore require a leader who can respect such vibrancy whilst also finding ways to bring leaders, schools and children together to embrace the benefits of collaboration, partnership and consistency.

We are so proud of St Francis and what we have achieved in the last year. We are genuinely excited to be appointing to this role to now propel our SEND Strategy forward in order to achieve excellence in Standards and Inclusion

If you have questions about the role and would like to discuss it in more detail, please don't hesitate to contact us. Please arrange this by contacting Lisa Parkin, Executive PA to the Trust on l.parkin@stfranciscmat.com.



Job Description

Main Purpose

- The Director of SEND is responsible for the Trust wide strategic leadership on inclusion and SEND, which operates within the overall framework of the Trust Strategic Plan. This role will lead on the development of SEND outstanding provision across all of our primary and high schools and will also lead on the development of additional specialist provision to cater for a wider range of pupil needs working closely with external partners.
- The Director of SEND will play a key role as part of the Trust School Improvement Team. This will involve working closely with the Chief Executive Officer (CEO), the Chief Finance Officer (CFO), the Trust Evaluation Partners (TEP) as well as the wider Central Team and our individual school Headteachers and SENCos.
- The Director of SEND will work jointly to develop our education vision, ensuring that we reflect the Gospel Teachings which underpin our Trust in order that we meet our strategic goals. Children are at the heart of the work that we do and the Director of SEND will contribute to the mission to provide only the best education for them.

Strategic Leadership and Standards:

- Provide strategic leadership advice and planning working closely with the Chief Executive Officer (CEO), the Chief Finance Officer (CFO), the Trust Evaluation Partners (TEP) and school leadership teams.
- Ensure that management styles and procedures reflect the ethos, values and Gospel Teachings which underpin our Trust.
- Promote St Francis CMAT as a leading education Trust across the education sector.
- Promote the work of the Trust in educational excellence and success through the delivery of training, networking events and other corporate opportunities to market the work of the Trust.
- Lead the Trust in the development of a vision for SEND provision which is creative, innovative and sustainable in order to drive standards of provision and impact outcomes for students.
- Provide Trust-wide leadership in school improvement, inclusion, data and assessment, creating outstanding provision. Ensure gaps in performance are identified and analysed so that appropriate support and challenge is offered to achieve improvement.
- Work with the CEO, CFO and School Improvement Team to develop and implement a strategic plan, across the Trust, which identifies priorities and targets for ensuring that pupils achieve high standards and make progress, increasing teachers' effectiveness and securing rapid school improvement where required.
- Develop and maximise impactful relationships with external partners such as Local Authorities in order to secure the best of outcomes for SEND provision.
- Work in partnership with the Trust finance team to ensure accurate current and projected SEND budgets.
- Ensure the sustained raising of aspiration, achievement, and attainment, is met through an inclusive, sustainable, and innovative educational environment.
- Co-ordinate strategic reporting of education outcomes, provision and standards for Trustees and Local Academy Committees.
- Design and implement comprehensive strategic and operational plans for SEND and safe- guarding across the Trust, accompanied by evaluation frameworks to ensure continuous improvement.



- Support schools to achieve their performance targets, particularly in relation to SEND provision.
- Secure the commitment of parents and the wider community to the vision and direction of the schools and the Trust particularly in relation to SEND provision.
- Maintain an up-to-date knowledge of developments in school inspection, self-evaluation and support the Trust strategy to ensure all schools are continuously improving through robust evaluation of work.

Leading Learning and Teaching:

- Embed the Trust's vision for curriculum provision and expectations for student outcomes.
- Provide highly effective strategies to support and challenge each Headteacher, ensuring rapid improvement is made in the quality of the provision for students with SEND.
- Establish and embed creative, responsive, and effective approaches to learning and teaching across the Trust.
- Drive the development and implementation of high-quality, consistent SEND practices across the Trust, schools and within classrooms, ensuring they meet the standards and effectively support learners' diverse needs.
- Ensure the implementation of an accurate and robust tracking system for the attainment and progress of students with SEND in order that timely and effective interventions can be deployed.
- Secure and sustain effective teaching and learning throughout the schools by ensuring a consistent system for monitoring and evaluating the quality of SEND provision, using benchmarks, and setting targets for rapid improvement of SEND provision.
- Promote excellence in teaching and learning, ensuring a continuous and consistent Trust-wide focus on maximising the educational and personal development of pupils so they are confident, ambitious learners, ready to meet the world and enter the next phase of their education.
- Develop a SEND Careers programme for children across the Trust to support an ambitious and aspirational vision for their futures.
- Ensure that a high-quality experience is available for all children and young people.
- Develop an inclusive and supportive approach so that each school is a place where all young people and the wider school community feel welcome.
- Ensure that the needs and aspirations of each child is addressed through personalised learning and mentoring. Ensure that robust assessment data analysis is used to set challenging targets.
- Challenge practice to ensure a stimulating learning environment.

People Leadership and Development:

- Create a positive culture of personal responsibility, expertise, and collaborative learning to support students with SEND, implementing strategies to tackle any underperformance in accordance with Trust HR policies.
- Create and lead a vibrant, positive and impactful SENCo Network which influences practice through excellence in CPD.
- Work as part of the School Improvement Team to develop and implement an affordable, annual programme of high-quality professional development for all staff, especially those who directly influence SEND provision.
- Lead Headteachers to motivate and enable staff in schools to carry out their respective roles to the highest standard for students with SEND, through high quality continuing professional development based on assessment of needs and identified through the appraisal process.

- Work in collaboration with the SENCos to provide an outstanding CPD programme for support staff and those who work directly and indirectly with children with SEND,
- Inspire individuals to contribute positively to shared ideas and plans for SEND provision across the Trust.
- Develop the capacity (through coaching and other appropriate means) of the educational leadership and management, particularly the SLT members of all schools.

Organisational Leadership:

- Be a role model for ensuring that the values of the Trust are upheld through personal conduct and through personal leadership behaviour and support the Headteachers to recruit and retain staff of the highest quality.
- Work as part of the School Improvement Team and with Headteachers to deploy all staff effectively across the schools to improve the quality of education provided.
- Work with the Estates Director to monitor the presentation and use of accommodation within the schools to ensure they provide a positive learning environment that promotes inclusion and excellence.
- Develop SEND provision across the Trust through ambitious planning and successful fund raising.
- Provide cover and assistance in the event of SENCo vacancies.

Governance and Accountability:

- Work in close partnership with the Executive Team, Chair of the Board, and other Trust Committees and develop a relationship based on openness, transparency, and absolute integrity.
- Ensure that the Executive Team and the Board have access to all relevant education data, information, and options to support their decision-making.
- Act in compliance with the Board's scheme of delegation.
- Ensure that all tiers of governance, defined in the Trust's scheme of governance, are appropriately supported to provide effective governance of the Trust's education performance.
- Ensure that systems and reporting structures are in place so that the Board and the Committees can effectively, appropriately, and proportionately govern the strategic and operational education risks of the Trust.
- Secure robust school self-evaluation and quality assurance procedures.
- Establish mechanisms for reporting to each school LAC at agreed intervals.
- Ensure that Headteachers have clearly defined responsibilities and accountabilities in place for all their staff.

Person Specification

Knowledge, qualifications and experience	Essential / Desirable
Qualified Teacher Status	Essential
Achieved NASCENCo or NPQSENCo	Essential
Knowledge of current legislation and policies in the area of SEN, disabilities and student inclusion, and understanding of current developments and their impact	Essential
Evidence of delivering a successful school improvement plan	Essential
Proven track record of outstanding educational SEND leadership.	Essential
Evidence of appropriate professional development for the role of Director of SEND	Essential
Evidence of experience across all key stages from EYFS to KS5.	Desirable
Evidence of collaborative and inspirational leadership skills that have encouraged school leaders to work together to successfully secure high performance across a group of schools	Essential
Evidence of understanding current national policy, DfE policy priorities and the relationship between a CMAT and the Diocese, Regional Schools Commissioner and the Education and Skills Funding Agency	Essential
Evidence of extensive knowledge of the Ofsted Framework and assessment criteria and applying this knowledge to support schools to meet statutory requirements, especially for students with SEND.	Essential
Evidence of a strong track record in addressing SEND attendance, behaviour, and suspensions to promote inclusion and positive outcomes.	Essential
Experience of working successfully with SEND and vulnerable groups to support progression learning, development and wellbeing for every child's individual needs	Essential
Experience of compiling, analysing and presenting robust data to enable the Executive, LACs and Trustees to take strategic decisions on target setting, evaluation and assessing the impact of interventions	Essential
Experience of quality assuring school self-evaluation and improvement activities	Essential
Demonstrate expertise in managing SEND-related finances, including working closely with Local Authorities to identify and secure funding streams to maximise support for learners.	Essential



Knowledge, qualifications and experience	Essential / Desirable
Evidence of working towards embedding effective inclusion and diversity in all aspects of school life	Essential
Proven experience of developing good working relationships with all stakeholders and of representing a school organisation externally	Essential
Demonstration of alignment with the ST Francis CMAT vision and mission	Essential
Skills and abilities	
Proven ability to develop, communicate and successfully implement strategies	Essential
Proven ability to generate and deliver collective vision and shared purpose	Essential
Proven ability to create, build and interpret statistical data, and manage budgets	Essential
An understanding of and competent use of ICT to aid and promote the quality of teaching, learning and administration	Essential
Proven ability to inspire, challenge, motivate and empower teams and individuals to achieve high performance	Essential
Excellent organisational skills	Essential
Proven ability to lead an organisation successfully through a period of change	Essential
Well-developed interpersonal and communication skills combined with a strong personal impact and presence	Essential
Strong and decisive leadership skills able to take responsibility for decisions	Essential
An authoritative, succinct but inspiring and persuasive communication style both orally and in writing.	Essential
Commitment to promote and support the aims of the Trust	Essential
Demonstrate personal and professional integrity, including modelling values and vision	Essential
Demonstrate a personal enthusiasm and commitment to leadership aimed at making a positive difference to children and young people and raising standards	Essential

