



POST TITLE: Inclusion Lead	
REPORTING TO: Head Teacher	GRADE: MPS / UPS + TLR
RESPONSIBLE FOR: Inclusion team LSAs	CONTRACT: 0.6 FTE, PERMANENT

Qualifications	Essential	Desirable
Teaching qualification recognised by the DFE	✓	
Have gained or be working towards the National Award for SEN Co-ordination, or other appropriate qualifications	✓	

Knowledge, skills and experience	Essential	Desirable
Knowledge of relevant legislation in particular the SEN and Disability Code of Practice, Public Sector Equalities Duty and Children and Families Act	✓	
Experience in the role of SENDCo or Inclusion Lead in a primary education setting	✓	
Specific experience of SEMH, trauma-informed approaches, Attachment Theory, ACEs and relational approaches to behaviour management	✓	
Evidence of sound knowledge of learning needs along with support and intervention strategies/programmes for learners with SEND and other vulnerabilities	✓	
Knowledge of key current curriculum developments		✓
Experience of successful leadership of staff to secure high quality teaching	✓	
Experience of managing the performance of a team		✓
Experience of working with a range of agencies and external partners	✓	
Ability to assess and plan support packages for students with a wide range of additional support needs	✓	
Experience of meeting with parents/carers to discuss the needs of their child	✓	
Experience and ability to make successful applications for Top-Up funding and consult on and review EHCPs for children with additional support needs	✓	
Excellent working knowledge of IT	✓	
Knowledge of how to use IT to support children's learning		✓
Understanding of safeguarding legislation and guidance within the education sector	✓	
Experience of working within a designated safeguarding team		✓

Personal qualities / other attributes	Essential	Desirable
A commitment to inclusive education and a drive to respond to and meet the needs of all pupils to overcome disadvantage and enable achievement	✓	
Strong organisational skills with an ability to manage a varied workload and meet deadlines	✓	
Excellent written and oral communication skills with an ability to communicate, sometimes sensitive messages or complex issues, in a clear, effective and appropriate manner	✓	
Ability to form and maintain appropriate relationships and personal boundaries with pupils	✓	
Ability to develop positive, collaborative working relationships with colleagues, parents and external partners	✓	
Ability to lead, motivate and influence others	✓	
Willingness to adopt new working practices, implement and adapt to change	✓	
Commitment to personal professional development	✓	
A positive, 'can-do' attitude and sense of humour	✓	
Emotional resilience when working in challenging situations or under pressure	✓	
Ambition, energy, determination and drive	✓	
Reliability, professionalism and integrity	✓	
Commitment to safeguarding and promoting the welfare of children	✓	
Ability to work flexibly		✓
Willingness to play a full role in the life of the school	✓	