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**Inclusion Manager**

**NJC24 - NJC28; £29,473 - £32,708 (actual pay, per annum)**

**37 hours per week, 40 weeks per year (Term Time plus one week)**

**To start ASAP**

Derby Moor Spencer Academy is an oversubscribed, 11 - 18, multicultural school with 1,680 on roll. We are a thriving community offering our students a range of opportunities that ensure they become successful, well rounded adults when they enter the world of work.  At Derby Moor we are rightly proud of the excellent progress that all our students make. Our approach can be summed up in our school motto: “Together we succeed”. This motto is underpinned by our four values

**Achievement** – we believe that every student, regardless of background or personal circumstance can achieve.

**Aspiration** – we believe that strong achievement is grounded in the best teaching and learning experience which ensures that all students will aspire to be the best they can be.  We are committed to continuing professional development so that all staff members are supported to be the best they can be.

**High Expectations** – we have high expectations of students, both in terms of achievement and behaviour.

**Community** – we create and support a sense of belonging so that all members of the school community feel valued and are kept safe.

At Derby Moor we take great pride in the facilities that we offer our students. Our school was re-built in 2013 and now features a welcoming entrance plaza, state of the art technology and a diverse range of learning spaces and sports facilities.

We are looking for a creative, inspirational, proactive and experienced Inclusion manager to lead our Alternative Provision. You will be a strong, principled leader with a proven track record of working in Alternative Provision and experience of working with students with SEMH needs and those with behavioural difficulties.

The responsibilities will include:

* working with partner schools as well as our on-site provision, overseeing all aspects of the referral and reporting processes, implementing all curriculum structure, coordinating staffing and timetables, as well as being able to deliver high quality sessions to young people as and when required. You will need to be dedicated to improving the lives and outcomes of young people who face multiple challenges.
* committed to safeguarding and promoting the welfare of children and young people. You will be supported by an experienced team of colleagues in this exciting opportunity involving the development of our provision.
* To develop and maintain a database of interventions and their impact.
* To liaise with the SENCo and A SENCO within the organisation along with other support facilities and staff in the school e.g. specialist teaching assistants, family support workers, youth workers and counsellors.
* To ensure that all staff working within Inclusion work to agreed standards to support students effectively.
* Line management of behaviour mentors
* To be an integral member of the schools Multi Agency Team. To attend monthly Internal Resource Allocation Panel meetings to discuss and assess student needs and allocate students and families to suitable services internally and externally.
* To support the Assistant Principal/ Director of Inclusion to prepare and review regularly the school’s inclusion policy ensuring aims and objectives are in line with the general aims of the school and DfE directives.
* To support Assistant Principals in organising and liaising with a range of outside agencies e.g. Behaviour and Attendance Consultants, Behaviour and Education Support Teams, local authority multi-agency teams, and the voluntary and statutory organisations, etc. so that the school makes full use of advice and assistance to support its most vulnerable students.
* To contribute to a programme of staff development for inclusion, ensuring that suitable INSET takes place.
* To support the Assistant Principal in preparing a termly and annual report on Inclusion to SLT and Governors.
* To organise systems for behaviour improvement in the unstructured time of the school day by arranging activities, organising supervisors, etc. so as to ensure that students feel safe and that an orderly environment is maintained throughout the school day when arriving and leaving.
* To remain up to date with current statutory guidance and good practice.
* To co-ordinate provision for excluded students including First Day Provision and communicating with parents and staff.
* To be part of the cover / buddy rota for First Aid provision (training will be provided) in the absence of the Primary First Aider.

**In return, as part of the Spencer Academies Trust, we can offer you:**

* A GOOD school (OFSTED 2012, 2017, 2022)
* A friendly, supportive and professional team of staff
* A commitment to provide Continuing Professional Development

**Spencer Academies Trust**

The Spencer Academies Trust is a multi-academy trust with schools across the East Midlands, and with a strategic focus on Nottinghamshire and Derbyshire.

A high performing regional MAT with a national reputation for excellence, Spencer Academies Trust schools include primary, secondary and sixth form provision. Our academies work across highly diverse city and rural communities, including a strong presence in Derby and Nottingham. Standards and expectations in trust schools are high – and the trust focus on rapid improvement on the journey to outstanding education delivery.

Spencer Academies Trust is an educational charity, Multi-Academy Trust and Sponsor of Academies. We have approaching 18000 children and young people in our academies and employ more than 2200 teachers, leaders and educational support professionals across the East Midlands. We aspire to be a leading regional high performing Trust, with a national reputation for excellence.

We currently have 17 primary academies, 8 secondary academies and one primary aged special school in our family of schools. All of our schools benefit from the collaboration and added value that being a member of our Trust offers, and share our values and beliefs. Spencer Trust academies share an ambition to deliver results that compete with the very highest performing schools in the country, and deliver a curriculum for students that is underpinned by breadth, opportunity and quality: one that seeks to give young people the opportunity to develop into well rounded global citizens that believe they can influence positive change in the world

Mission – Our Mission is to deliver the best possible outcomes for children and young people.

Vision – Spencer Academies Trust is an exceptional Trust, providing an outstanding education for local children.

We Believe:

* All children have a right to a quality education regardless of background or ability, and have an entitlement to the opportunity of a secure progression route in their learning and development.
* Schools are stronger when they work in collaboration with each other, operate within a ‘family’ and are open to a true sense of partnership.
* We grow the effectiveness and sustainability of our schools by developing the people within them, and that through shared and equitable responsibility for quality and outcomes; we achieve more.

If you would like to discuss the role, or have any queries, please contact the HR office on hr@derbymoor.derby.sch.uk

Applications for this post must be submitted on our online application form, which can be found at <http://satrust.com/sat-vacancies/>, or by clicking the “apply now” link.

**Please ensure you submit a cover letter with your application. This can be done by either submitting this with the online application on Every, or by submitting via email on either** [**hr@derbymoor.derby.sch.uk**](mailto:hr@derbymoor.derby.sch.uk) **or** [**info@derbymoor.derby.sch.uk**](mailto:info@derbymoor.derby.sch.uk)

In line with safer recruitment policies references will be called for prior to interview.

Closing date for applications: Thursday 14th December 2023 @ 09.00am

Interviews: TBC

**We reserve the right to close the vacancy at any time, once we have received sufficient applications.**

**Spencer Academies Trust is committed to safeguarding and promoting the welfare of all our students and all posts are subject to enhanced DBS with children’s barred list checks and completion of Level 2 safeguarding training.**

**Spencer Academies Trust is a Disability Confident Committed Employer.**