



St Paul's Catholic Primary School and Nursery

Job description

Post title:	Lead Practitioner and responsibility for Inclusion with a teaching commitment of 2 days a week
Salary:	Salary range for Lead Practitioners
Accountable to:	The Headteacher and Governing Body

Job Purpose

To work in partnership with the leadership team to continue embedding and driving inclusion within the school community

Main Responsibilities

- Lead on Inclusion across the school providing support and advice to inspire and support the whole school community.
- To promote and inspire excellence in learning, assessment and quality first teaching for pupils with SEND and vulnerable pupils.
- To work directly with children and teachers to develop and support SEND in practice.
- Provide mentoring, coaching and guidance to support teaching staff to deliver consistently good or outstanding learning, assessment and quality first teaching.
- To be an integral part of the SLT in raising standards of learning, assessment and teaching.
- Outstanding practitioner who leads by example in the classroom

Key Tasks

- Assist the Headteacher in promoting the Catholic ethos, aims and values of the school.
- To coach staff by offering support on developing outstanding teaching practice.
- To be an active member of the school's leadership team.
- To ensure teaching and learning is inclusive for all pupils.
- To ensure all staff recognise and fulfil their statutory responsibilities in line with the SEND Code of Practice.
- To ensure SEND children make appropriate progress from their starting point which is at least in line with their peers nationally.
- To ensure that all staff put into practice the advice and strategies provided
- Ensure that the system for assessing, recording and reporting of children's provision, progress and attainment is monitored and maintained
- Understand, accept and follow the schools safeguarding procedures in order to protect the safety of all children following the guidelines set out in 'Keeping Children Safe in Education'.
- Co-ordinate and liaise with outside agencies to provide the best support pathways for individuals, and communicate this effectively to children, staff and parents.
- Follow external advice to ensure that the appropriate provisions are in place for pupils.
- To model advice, strategies and interventions e.g. Social Stories and support teachers and support staff to provide high quality resources.
- To support the recruitment and induction of new SEND staff.
- To conduct a range of developmental observations of teaching and support staff and coach and advise them on improvements to their current practice and planning for learning.

- To liaise with other key staff to share best practices in learning, assessment and teaching, signposting and providing access to resources to support learning, assessment and teaching and support for their effective use.
- To help construct and deliver staff development programmes and workshops of professional development for teaching and support staff.
- Support the smooth transition, at any stage, of children with SEND
- Engage fully with parents to maintain a positive home school link e.g. through coffee mornings, information sessions and workshops.
- Have a high visibility and availability for staff.
- Line manager Teaching Assistants and the Pastoral Team
- Ensure that interventions are effective and are monitored and reviewed ensuring that pupils' make progress
- Provide on-going, holistic social/emotional /mental health support to children, parents and staff
- Oversee and lead the school's nurture provision with the nurture leader and assistant through planning, drop ins, regular meetings and rigorous monitoring
- To actively support school activities, on occasion, such as staff training, parents' evenings, staff meeting and governor meetings, which may require some out-of-hours availability.
- Undertake Local Authority directives and paperwork with regards to Inclusion, and the legal framework of EHCPs and Annual Reviews.
- Designated Teacher for Looked After Children
- Senior Mental Health Lead for the school
- Co-ordinate EAL and PP provision – strategically mapping this out, and mapping out finances.
- To oversee the SEN budget to ensure that EHCPs are being followed, as well as provision available for those on the SEN register.
- To be responsible for the SEN register, and tracking areas of need as well as RAG rating year groups, allocating support accordingly.
- To perform any other task or duty under the reasonable direction of the Headteacher

We are looking for someone who:

- To support and fulfil the ethos and Mission of St Paul's
- Leads with honesty, integrity and passion.
- Supports a positive safeguarding culture within the school.
- Is an experienced practitioner who has a sound knowledge of the SEND Code of Practice 2014 and all its requirements.
- Has the SENCO accreditation
- Will work with our team to support, challenge and monitor the development, delivery and evaluation of our curriculum, across all phases of our school.
- Will challenge, support and motivate all pupils and staff to achieve high standards.
- Demonstrates positive, restorative approaches to ensuring high standards of behaviour.
- Communicates and works in partnership with all stakeholders, maintaining effective relationships with staff, governors, parents and children.
- Takes a full and active part in all aspects of our school community.