

Northern Star Academies Trust

NSAT Associate Director of Inclusion and Wellbeing/SENDCo

Job Description

Summary of the Post

To play an integral part of the central trust function and will lead, manage, and deliver high quality support and challenge for Special Educational Needs and Disabilities, access and inclusion and pupil well-being. To provide strategic SEND direction and guidance to all schools within the Trust, offering advice, support, and technical expertise to Headteachers and ensuring that the SENCO's and Inclusion staff benefit from current and relevant evidence-informed practice and research.

The key responsibilities of the post align to our four Trust Strategic priorities of Nurture, Sustain, Aspire and Thrive.

Strategic/Operational leadership

- Assist Senior Leaders with implementation of our Strategic Plan for Inclusion across the Trust. Through strategic leadership, a clear vision contributes to maximising the achievement and closing the achievement gap of pupils with SEND.
- Lead Trust SENDco Networks.
- Keep abreast of educational developments and current research into best practice within the field of SEND, inclusion and well-being to introduce appropriate innovation.
- Develop, maintain and be a champion for the inclusive ethos within NSAT.
- Support Headteachers and SENCOs in the development of inclusion strategies, policies and practice and alternative provision with a clear focus on improving outcomes for children and young people with SEND, vulnerabilities, barriers to learning and additional needs.
- Advise and support Headteachers, Senior Leaders and SENDCo's to ensure that appropriate provision is in place for children with Special Educational Needs and Disabilities. This will include planning and delivering appropriate training and professional development to provide a good understanding of the learning needs of their children with specific needs, and the importance of raising their achievement through the most effective teaching, learning and support approaches.
- Developing positive and respectful relationships across the Trust to inspire individuals to share ideas, plans & policies in order to promote and develop inclusive practice.
- Act as a strong advocate and champion for NSAT schools with respective LA's
- Attend local authority SENDCo meetings and take part in Local Authority (LA) panels as appropriate.
- Assist NSAT schools and parents and families in the identification and tracking of pupils and young people with learning, social, emotional, mental health, and medical needs in order to ensure the right support is in place for the child to help them overcome the barriers to learning and fully participate in learning.
- Establish and maintain purposeful and effective working relationships with partner and multi agencies, and wider national and international SEND, Inclusion and Wellbeing organisations.

- SENDCo -To Supporting the identification of children with special educational needs and Co-ordinate provision for children with SEND. Liaise with parents of children with SEND. Liaise with other providers, outside agencies, educational psychologists, and external agencies particularly for children receiving support. Ensuring that the school keeps the records of all pupils with SEND up to date

Other

The above list is not exclusive or exhaustive, and the Trust may require the post holder to undertake duties commensurate with the level of the role. As part of your wider duties and responsibilities, you are required to promote and actively support the Trust's responsibilities towards safeguarding. Safeguarding is about keeping people safe and protecting people from harm, neglect, abuse, and injury. It is about creating safe places, being vigilant and doing something about any concerns you might have. It is not just about the very old and the very young, it is about everyone who may be vulnerable.

Method of Working

Northern Star Academies Trust expects all staff to work effectively as part of a team or teams. As a minimum, this requires dealing with people politely and tactfully, communicating with colleagues both formally and informally, modelling the Trust's Code of Conduct and reflecting the Trust's values.

You must carry out your duties with due regard to current and future policies, procedures, and relevant legislation. These will be drawn to your attention in your induction period, ongoing performance reviews and through Trust communications. All staff are required to maintain confidentiality as required.

Public Relations

Considerable importance is attached to the public relations aspect of all work undertaken by Trust staff. It is a prime objective therefore that staff will at all times project to the public the image of the Trust as keen to assist wherever possible, and positively promote the work that is carried out.