

SEND Advisor (Inclusion)

Leigh Academies Trust



More than just a job. More than just an employer.

Leigh Academies Trust is a dynamic, vibrant multi-academy trust, founded in 2008. Today we encompass 33 academies across Kent, Medway and South-East London.



LEIGH
Academies Trust

Simon Beamish

BA (Hons) MSc PGCE NPQH NLE FCCT

Chief Executive
Leigh Academies Trust



Welcome

Leigh Academies Trust (LAT) is one of the largest and most successful school groups in England. Starting in 2008 in Dartford, the Trust is now responsible for 33 academies of all types, educating over 24,000 pupils, employing almost 4,000 talented staff and with access to an annual income of over £200m. Our Ofsted track record is impressive. Currently, 16 of our academies are considered to be “Outstanding” which is 53% of those which have been inspected whilst part of the Trust.

LAT has remained local with all of its academies located in the South East (Kent, Medway, Bexley and Greenwich), within a one hour drive across the South Thames Corridor. This helps us to share resources and expertise much more easily and offer abundant training and progression opportunities to staff. We invest heavily in our workforce and enjoy strong retention across all job roles. The Trust has embedded various advantages which mean that LAT is an excellent place to develop a career in education. This includes being a highly inclusive employer which celebrates the diversity of its workforce.

Our scale and experience means we have been able to develop several well-chosen approaches to running schools which we know work well. These include:

- A small school approach to education

where larger academies are organised into colleges. This ensures high quality pastoral care for pupils.

- A world class digital strategy where all staff and pupils have their own device making teaching, learning and operations efficient and highly impactful.
- Disruption free learning and a “warm strict” approach to behaviour management so that teachers can teach and pupils can learn.
- An all-through International Baccalaureate curriculum equivalent in quality to some of the best fee-paying schools and grammar schools in the UK and further afield.

In addition, The Leigh Institute - which is part of LAT - is responsible for Kent and Medway Training, one of the region’s biggest initial teacher training organisations, a large teaching school hub called Thames Gateway and an accredited apprenticeship provider. This powerful organisation trains, develops and supports 1,000s of teachers, support staff and leadership teams across the region each year. Our future plans are found in our [Vision 2030](#), available on our website.

We are now recruiting for an exceptional SEND Advisor (Inclusion) to join Leigh Academies Trust.

Vacancy

We are now recruiting for the post of SEND Advisor (Inclusion). The successful candidate will be one of our leading professionals in this specialist area across the whole Trust, providing strategic support to subject and senior leaders in all academies. The role will focus on supporting academies in Inclusive practices, ensuring that they are meeting the needs of their SEND learners effectively in line with the best evidence-based research, our commitment to IB programmes and the Ofsted Framework. You will report directly to a member of the Trust Executive and will be part of a team of a wider team of central experts, each leading on a different specialist area. You will be based at our Strood Head Office, but will inevitably want to spend a good deal of your time visiting our academies to provide the strategic support necessary to raise standards.

We are looking for a special education expert with superb knowledge and skills in this area. You will currently be an outstanding senior leader working within SEN. Your focus will be supporting leaders across the Trust to ensure the best possible provision for pupils with SEN. This will involve working with our two special academies, the several specialist resource provisions in our mainstream academies (primary and secondary), plus pupils with EHCPs and who have SEN wherever they are in our Trust. You will be a high-performing SEN professional with a strong commitment to raising standards for young people with SEN. This is one of the most exciting job opportunities for career progression and satisfaction in our Trust today. We look forward to appointing a dynamic individual with ideas, skills and dedication to ensure our SEN pupils enjoy the best education possible.

The role itself offers superb career development and training opportunities for the successful candidate. Having proven yourself already as an excellent teacher and subject leader in SEN, you will be joining one of the UK's largest and best-established multi-academy trusts with a specialist brief across the whole organisation. Others

will look to you for advice and expertise; the impact you can have in this post will be highly significant. Key responsibilities will focus on curriculum implementation, improving the quality of teaching and securing the best outcomes for SEN pupils. We anticipate that most candidates will have aspirations for further career progression beyond the Curriculum Advisor position into senior leadership positions in one of our academies. We are extremely well-placed to assist you in achieving your ambitions based on excellent performance.

We wish to hear from you if you are committed to changing our education world and are:

- an enthusiastic, energetic and ambitious leader with a successful track record at the primary and/or secondary level;
- a motivational and inspirational leader with high expectations of staff;
- confident and able to communicate a clear vision for the school;
- able to develop children to reach their full potential regardless of background or circumstance;
- approachable and keen to work with staff across the Trust to ensure wide success;
- able to establish and develop excellent relationships with the community and other stakeholders.

Position	SEND Advisor (Inclusion)
Location	Leigh Academies Trust
Responsible to	Academies Director
Basis	Permanent, Full-Time
Commencement	September 2025
Salary	£60k - £65k (more for an exceptional candidate), plus performance bonus

Application Process

Naturally, we are seeking to appoint the best possible candidate and therefore the application process will reflect our desire to undertake all necessary measures to achieve this.

On the basis that interested candidates will be keen to discuss the post prior to application, you can arrange a call by contacting Molly Allen (PA to Academies Director) - molly.allen@latrust.org.uk. Please ensure you offer Molly a range of dates when you are available in your initial email to ensure we can coordinate for both you and the Academies Director, Emma Elwin.

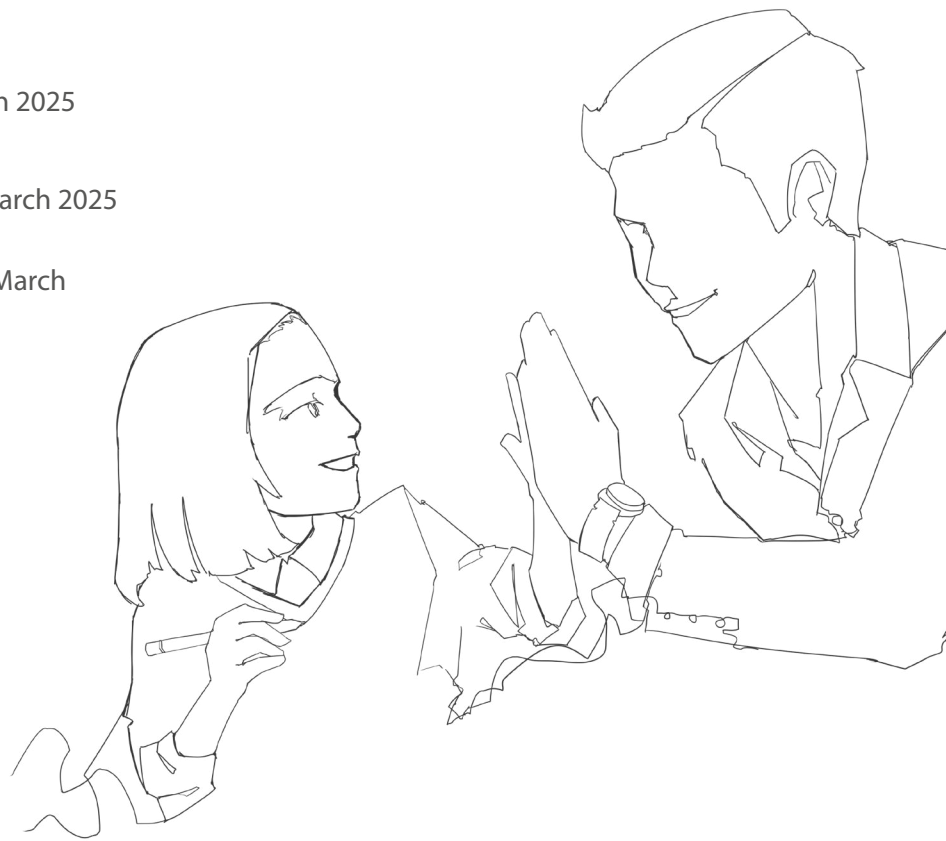
To submit an application in full, please do so online via the following link:

[SEND Advisor \(Inclusion\) | Leigh Academies Trust | Online Application Form](#)

If you have any queries on any aspect of the application process or need additional information please contact Charlotte Herberts (Recruitment Advisor) on **01634 412 245** or charlotte.herberts@latrust.org.uk.

The academy is committed to safeguarding children and successful candidates will be subject to an Enhanced DBS check. Our commitment to safeguarding is underpinned by robust processes and checks which are in place across the Trust.

Closing date for applications	Tuesday 4th March 2025
Shortlisting date	Wednesday 5th March 2025
Interviews and assessment activities	Wednesday 12th March 2025



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Job Profile

Role: SEND Advisor (Inclusion)
Reporting to: Academies Director

Leigh Academies Trust is a highly successful multi-academy trust. Its model of education enables students to reach their full potential, transforming their lives and ultimately the communities in which they live.

Core Purpose

To provide expert guidance and support in the development, implementation, and evaluation of inclusive practice that meet the specific needs of SEND pupils across the Trust. The SEND Advisor will work collaboratively with academy leadership, teachers, and SEND teams to ensure that all pupils, regardless of their SEND, have access to high-quality learning experiences that enable them to achieve their full potential.

Key Responsibilities

Teacher Training and Support

- Deliver training and professional development sessions on effective teaching strategies for SEND pupils.
- Provide individual support and coaching to teachers to enhance their understanding and implementation of inclusive practices.
- Develop and maintain resources and materials to support teachers in delivering inclusive and adapted lessons (in the moment and planned)

Curriculum Implementation Advice and Guidance

- Work closely with academy leaders and SEND teams to develop, adapt, and implement inclusive practice that meet the diverse needs of SEND pupils.

- Provide guidance and support on curriculum differentiation, adaptive and personalised learning when appropriate, and the use of assistive technology.
- Ensure that curricula are aligned with national SEND legislation and best practices.

Assessment and Evaluation

- Develop and implement assessment strategies that accurately measure the progress and achievements of SEND pupils.
- Analyse assessment data to identify areas for improvement and inform curriculum adjustments.
- Support academies in implementing effective interventions and support programs for SEND pupils.

Policy and Procedure Development

- Contribute to the development and review of Trust-wide SEND policies and procedures.
- Ensure that policies and procedures are aligned with current legislation and best practices.
- Provide guidance to academies on the implementation and compliance with SEND policies.

Collaboration and Partnership

- Supporting the implementation of a Trust Outreach offer and thereafter maintaining the Trust offer.
- Build strong relationships with academy leaders, teachers, SEND teams, and external agencies.
- Collaborate with other departments within the Trust to ensure a coordinated approach to supporting SEND pupils.
- Represent the Trust at external meetings and conferences.

Essential Skills and Qualifications



- Qualified teacher status (QTS)
- Specialist knowledge and experience in SEND education
- Strong understanding of the national curriculum and SEND legislation
- Excellent communication and interpersonal skills
- Ability to work effectively both independently and as part of a team
- Strong organisational and time management skills
- Experience in curriculum development, assessment, and evaluation
- Knowledge of assistive technology and other strategies to support SEND pupils

Desirable Skills and Qualifications

- Postgraduate qualification in SEND education
- Experience in leading or managing SEND teams
- Experience in working in a multi-academy trust environment
- Knowledge of research-based evidence in SEND education

This job description is a general outline and may be adjusted to meet the specific needs of the Trust

Safeguarding of students and Duty of care

All staff, regardless of role, level of seniority and location, have a responsibility to ensure the highest levels of safeguarding and promoting the welfare of our pupils, and we expect all our staff and volunteers to share this commitment. We must collectively create an environment where children feel safe to learn, play, and grow. Children should feel comfortable in their surroundings and know that they can approach any

responsible adult with any problems or concerns.

All staff must be able to identify any children who are at risk of harm, and know the characteristics of abuse or neglect. If you suspect or confirm harm then it's essential you know what actions to take.

Annual safeguarding training is offered to all staff at Leigh Academies Trust, and it is the staff member's responsibility to be aware of the most up to date guidance documented in the [Keeping Children Safe in Education document \(Department of Education\)](#).

Notes

The job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed. This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and may be subject to modification or amendment at any time after consultation with the holder of the post.

The duties may be varied to meet the changing demands of the academy/business unit at the reasonable discretion of the Principal/Director. This job description does not form part of the contract of employment. It describes the way the post-holder is expected and required to perform and complete the particular duties as set out in the foregoing.

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Person Specification

We seek to recruit talented individuals who can not only help to build the success of our academies but also people who are engaging and passionate about everything they do. The person specification is related to the requirements of the post as determined by the job description. You should refer to these requirements when completing the application.

Essential	Desirable
Education & Qualifications	
<ul style="list-style-type: none">• Qualified Teacher Status, including relevant degree (primary, secondary or SEN)• Evidence of appropriate professional development• Willingness to continue professional development	<ul style="list-style-type: none">• NPQSL/NPQML or equivalent
Knowledge & Understanding	
<ul style="list-style-type: none">• Ability to use comparative data, benchmarking and target setting data• Ability to effectively evaluate and plan for improvement• Knowledge of effective SEN teaching, learning and assessment methods• Understanding of effective SEN leadership• Highly developed knowledge of relevant SEN curriculum frameworks (inc. IB) and best-practice approaches to curriculum delivery.	<ul style="list-style-type: none">• Knowledge of new technologies and use of a learning platform to support learning and teaching
Experience	
<ul style="list-style-type: none">• Experience of management of curriculum development or a Key Stage• Clear evidence of leading a team to accelerate progress	<ul style="list-style-type: none">• Existing SEN senior leader within a relevant setting

Essential

Desirable

Skills & Attributes

- Effective manager
- Outstanding classroom performer in relation to SEN
- Strategic vision for raising standards for SEN
- Ability to manage change effectively
- Ability to develop effective relationships and teams
- Strong communication skills
- Excellent organisational skills
- Willingness to contribute to the leadership of academies as required
- Ability to prioritise, meet deadlines and work under pressure

Teaching & Learning


- Excellent classroom practice in relation to SEN (primary or secondary)
- Development of a range of SEN teaching methods
- Experience of raising academic standards for SEN pupils
- Experience of monitoring classroom performance in a SEN setting
- Evidence of the impact of coaching/support for individuals

Motivation & Personality

- Positive and optimistic
- Sense of accountability
- Good sense of humour
- A constant drive for improvement
- Ability to motivate colleagues and students
- Excellent attendance record
- Able to work in a professional manner as part of a team

Additional Requirements

- Deep understanding of current educational issues in relation to SEN
- Flexibility
- Willingness to contribute towards the wider ethos of the Trust
- Support senior leadership team as necessary in ensuring the effective running of academies

The background is a solid blue color. A thick yellow line starts from the left edge, goes down, then right, then up, then right again, ending at the top edge. A thick white line starts from the bottom edge, goes left, then up, then right, then down, then right again, ending at the right edge. Another thick yellow line starts from the left edge, goes right, then up, then right, then down, then right again, ending at the bottom edge.

All of our academies
work closely and
collaboratively together,
along with our partners,
seeking to exploit the key
educational philosophy of
human scale education.

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Benefits at Leigh Academies Trust

At Leigh Academies Trust, we want to provide you with a rewarding and enriching career and to help you to reach your full potential, both professionally and personally. As an employee of Leigh Academies Trust, here is a taster of the great benefits you can receive from day one;

- An open and collaborative working environment, not just within your academy but also across the Trust where innovation is encouraged
- A career in an organisation that values individuality and diversity
- Dedicated focus groups to ensure we have the optimal working environment in all aspects.

Professional development opportunities

- Regular training and access to a range of internal and external programmes tailored to your learning needs throughout your career
- Educational sponsorship (application required)
- Opportunities for career progression as we are willing and able to support moves from one academy to another.

Financial

- A competitive salary for both teaching and non-teaching staff whereby pay progression is possible on an annual basis, following successful performance
- Access to a highly attractive pension plan
- Neyber platform – support provided to build your financial confidence and support when needed with Neyber loans
- Access to a range of benefits and discounts that are sourced specifically for our staff.

Well-being

- Full-time associate staff receive 25 days annual leave plus bank holidays which increases to reflect your length of service
- The chance to work with a company who received a 'Platinum' Workplace Wellbeing Award for the last two years
- Wellbeing champions and access to Mental Health First Aiders
- 24/7 access to a free Employee Assistance Programme to provide confidential advice and guidance
- Student Wellbeing support from our Educational Psychologist team
- Personal resilience and Wellbeing courses
- Access to our Wellbeing platform with a range of ever evolving benefits
- Wellbeing campaigns.

Facilities

- Great school buildings with many state-of-the-art facilities across our academies, providing positive working environments
- Free gym access on selected academy sites
- Free car parking at every site
- On-site catering with great food, all reasonably priced for staff (with the option to buy evening meals so you don't have to cook!)
- Social networking opportunities across the trust to create new relationships both inside and outside of the work setting.

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An overview of the Trust you'd be joining

Leigh Academies Trust is a non-profit making charitable company limited by guarantee, based in Strood, Rochester, Medway. The Trust exists to support and assist schools to build upon their existing strengths and to help them achieve educational transformation. It has significant experience in running schools, and today includes both sponsored academies and schools which have chosen to convert to academy status.

The Trust was formed in 2008 with the linking of The Leigh Technology Academy and Longfield Academy under one governing body. It now encompasses over 24,000 students, between the ages of 2 and 19, in 33 primary, secondary and special academies, across Kent, Medway, Bexley and Greenwich. Currently, 16 of our academies are considered to be "Outstanding" which is 53% of those which have been inspected whilst part of the Trust.

Leigh Academies Trust – Our Values:

- We care – about our pupils through our human scale approach to education, our staff and their well-being and the communities that we serve, driven by our high ideals and strong moral values.
- We have boundless ambition – to achieve excellence for all and create confident young adults with high levels of resilience and integrity.
- We work together – as one team in the belief that we are greater than the sum of our parts. We foster an enterprising culture through collaboration and in close partnership with industry and other educators.
- We keep getting better – using our 'can-do' attitude towards continuous improvement and

innovation.

Trust Advantages:

- Expert central services for finance, HR, IT, facilities and business functions.
- Innovative approaches to teacher recruitment and retention.
- Fast track development of leaders for internal promotion opportunities.
- Central reserves protect individual school budgets.
- Substantial investment in cross-Trust initiatives to improve teaching and learning.
- Close collaboration between senior leaders across the Trust.
- Integration of primary and secondary approaches into all-through education.
- Adequate scale to design and test new ideas.
- High quality strategic governance with wide business and professional experience.
- Robust delivery models as government policies, rules and measures change.

**Our Mission:
Education for a better world**

Leigh Academies Trust
Carnation Road
Rochester, Kent
ME2 2SX

t: 01634 412 263

e: joinus@latrust.org.uk

www.leighacademiestrust.org.uk



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Designed and produced by Marketing Services | e: marketing@latrust.org.uk | t: 01634 412227

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