

Amplify Education Central Services

Trust SEND Lead

Job description

Job title	Trust SEND Lead
Location	Main office location will be in the CLC, within Orchard School, Bristol. Travel will be required across all Amplify Educations schools
Salary	L8 – L12 (1.0FTE £61,534 - £67,898 per annum) <i>This salary does not include any annual increase that may be awarded by Amplify Education Trustees for the academic year 2026/2027.</i>
Role Summary	<p>To provide strategic leadership for SEN provision and compliance across the Trust, ensuring all schools consistently meet statutory responsibilities and deliver high-quality provision.</p> <p>You will:</p> <ul style="list-style-type: none"> • actively promote an inclusive culture across all settings, contributing to the development and evaluation of the Trust's inclusion strategy • drive continuous improvement in SEND and inclusion • monitor the quality and impact of provision across the whole Trust through analysis of outcomes and trends • lead the Trust SENDCo Network, build strong professional communities and foster consistency, collaboration and best practice across schools • deliver expert training, supervision, coaching and challenge to strengthen staff capability at all levels, while serving as a trusted point of contact for specialist advice, complex casework and urgent SEND matters • strengthen engagement of pupils with SEND and communication with their families, across all settings in the Trust. <p>Strong partnership working underpins the role, with effective relationships built across local authorities, specialist teams and external agencies to secure resources and support for pupils. Where schools have resource bases, enhanced provisions and alternative provision, you will work with leaders and staff to ensure excellent services are provided.</p>
Working pattern	Start date: 1 September 2026 32.5 hours per week, Monday to Friday, all year round.

Responsibilities

Promoting and safeguarding the welfare of children and young persons for who you are responsible and with whom you come into contact.

Audit and Compliance:

- Lead SEND quality assurance and audit activities across schools to monitor compliance, improvement and effectiveness
- Maintain oversight of SEND registers, graduated approach and statutory reports to ensure robust implementation of the SEND Code of Practice (2015) and related legislation
- Maintain a comprehensive SEND handbook, detailing Trust expectations, systems, processes, and support

Improvement Planning:

- Positively promote an inclusive ethos and culture across all settings, to ensure all schools have, and are seen to have, an inclusive approach for pupils with SEND and their families
- Contribute to the development and evaluation of the Trust inclusion strategy
- Monitor impact of SEND provision on outcomes, and evaluate SEND-related data to identify trends and inform improvement strategies
- Report to Trust leaders on SEND performance across the Trust

Network Leadership:

- Lead the Trust SENDCo Network, fostering collaboration, sharing expertise and developing consistency of practice across the Trust

Professional Development:

- Provide and coordinate Trust-wide SEND and inclusion training, reflecting local arrangements and evidence-informed practice
- Provide school-level SEND professional development, where required, in order to ensure high standards of inclusive practice, adaptive teaching, intervention effectiveness and progression for pupils with SEND
- Deliver CPD for governors and trustees on SEND and inclusion

Partnership Work:

- Build effective relationships with inclusion partners, including Local Authorities, SEN teams, educational psychologists, SALT teams, external agencies and other key stakeholders
- Work effectively with partners to secure appropriate resources and support for pupils
- Play an active role in inclusion external networks, to share and develop best practice

Proactive Support:

- Serve as a key point of contact for SEND advice, for all Trust SENDCos and school leaders
- Advise on specialist assessment, curriculum adaptations and teacher practice to support SEND
- Ensure schools meet their responsibilities under the Equality Act 2010 in terms of reasonable adjustments and access arrangements, confirming schools have appropriate examinations access arrangements in place
- Where schools have resource bases, enhanced provisions and alternative provision, work with leaders and staff to ensure excellent services are provided
- Strengthen communication with families and engagement in school of children and young people with SEND, and support families and schools in resolving SEND-related complaints

Other responsibilities:

- Undertake personal training to develop and maintain the knowledge and skills required for the role, ensuring expertise in SEND policy and practices
- Contribute to reports to provide regular SEND updates to Directors, Trustees, members of the central education team and others as required
- Other Duties: Undertake any other responsibilities commensurate with the role

General

- Maintain personal professional expertise, modelling the highest expectations across the Trust
- Uphold the highest standards of probity, integrity and professional conduct
- Act in accordance with Trust policies, including Health & Safety, Equal Opportunities and Safeguarding
- Engage in professional development supporting the role and wider organisational learning
- Undertake additional duties as required by the CEO or Executive Team, commensurate with the role level
- Maintain a positive approach to change and adapt the role as the Trust grows, matures and evolves
- Attend Local Governing Body meetings as a contributor and/or observer (non-voting)

Note: The duties outlined in this job description may be modified, with your agreement, to reflect or anticipate changes in the job, commensurate with

	the salary and job title. This document does not form part of your contract of employment with the school.
Reporting to	Director of Inclusion
Safeguarding	<i>We are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff and volunteers to share this commitment. All posts at Amplify Education are subject to pre-employment checks including, but not limited to, initial and periodic enhanced level checks with the Disclosure and Barring Service.</i>

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Person Specification

We are committed to creating an inclusive working environment. If you are excited about this role and can demonstrate many but not all of the areas below, we would encourage you to apply as you may just be the person we are looking for.

The listed criteria will be reviewed across the stages of our recruitment process, including application form, personal statement (within the application form), interview, references and certificates.

Skills and personal attributes:

(Personal competencies, qualities, attitude and behaviours that will allow you to perform effectively in the role, ensuring the safeguarding and welfare of children and young people)

Essential for this role:

- Commitment to inclusive practice which enables all children and young people to thrive
- Commitment to safeguarding and promoting the welfare of children, young people and adults.
- Excellent interpersonal skills
- Excellent communication skills including report writing

You are likely to have:

- High level organisation skills
- Ability to prioritise
- A calm and measured approach

Knowledge and qualifications:

(Professional, technical or academic qualifications that you have achieved relevant to this role)

Essential for this role:

- Appropriate SENCo qualification: NASENCO or NPQ SEND
- Qualified Teacher Status



You may have:

- Specialist SEN qualifications (e.g. Level 7 Certificate in Testing for Exam Arrangements, accredited dyslexia qualification)

Experience:

(Please draw upon experience and achievements gained through paid employment, voluntary work or personal life experience relevant to this role)

Essential for this role:

- At least 4 years' experience as a SENCo
- At least two years' experience as a senior leader in a school setting

You are likely to have:

- Experience as a SENCo in more than one setting
- Experience training staff in schools

You may have:

- Experience working across primary and secondary settings
- Experience working in an enhanced provision or alternative provision

Other Requirements:

You are likely to have:

- Evidence of impact of strong inclusive practice, such as Quality Marks or Ofsted outcomes

Amplify Education is an equal opportunities employer and recognises the strength in diversity. Our schools have a wide range of cultural, socio economic and religious influences and we use this to ensure that we broaden our understanding of each other and the world. Applications are welcome from all suitably qualified candidates regardless of race, colour, nationality, ethnic or national origin, religion or religious belief, sex or sexual orientation, gender reassignment, disability or age, and maternity, marital or civil partner status. We particularly encourage applications from under-represented groups.

As part of our commitment to equal opportunities, we ask that all applications are made using our application form and are accompanied by an equal opportunities form. The equal opportunities form is anonymous and is not shared with the shortlisting panel.