

SENCo

Leadership Scale · King's Academy Bay House

Post Title	SENCo
Salary	Leadership Scale (Proposed L1-5 dependent on experience)
Contract	Full Time / Permanent
Responsible to	Assistant Headteacher for Inclusion
Line Management	Assistant SENCo & SEND Support Team
Start Date	1 September 2026 (or as soon as possible)

Purpose of the Role

This is an exciting opportunity for an experienced and strategic SEND practitioner to lead Special Educational Needs and Disabilities provision across King's Academy Bay House. As SENCo, you will provide strategic and operational leadership for SEND, ensuring that pupils with additional needs, including those with Education, Health and Care Plans, receive outstanding support and are enabled to thrive.

You will lead the development of inclusive practice across the whole school, supporting colleagues to adapt teaching, strengthen provision and ensure that all pupils with SEND are able to succeed. You will oversee statutory responsibilities including EHCP processes and annual reviews, ensuring these are delivered to the highest professional standard.

Working closely with senior leaders, you will oversee the strategic development of SEND provision across the school and ensure that statutory responsibilities, including EHCP processes and annual reviews, are delivered to the highest professional standard. You will line manage the Assistant SENCo, and members of the wider SEND team, working collaboratively to ensure that provision is well coordinated and that staff are supported to deliver excellent outcomes for pupils.

You will maintain strategic oversight of the school's Autism Resourced Provision (RP), working closely with the Lead Practitioner for the RP and the RP Manager to ensure that specialist and mainstream provision are well aligned and that pupils benefit from a coherent, ambitious and inclusive approach.

Your reach will extend beyond the school itself: you will build strong partnerships with families, external professionals and partner schools, and contribute to positioning King's Academy Bay House as a centre of expertise in inclusive practice.

This role requires the post holder to work across both the main school site and The Link site on Military Road, and a full driving licence is therefore essential along with the appropriate business insurance.

Key Responsibilities

Strategic Leadership of SEND

- Lead the strategic development of SEND provision across the school in line with the SEND Code of Practice.
- Develop, implement and evaluate the school's SEND strategy and action plans.

- Ensure systems for identifying, assessing and monitoring pupils with SEND are effective and consistent.
- Ensure statutory duties relating to EHCPs, Annual Reviews and SEND documentation are fulfilled accurately and on time.
- Contribute to the school's wider improvement planning with a particular focus on inclusive practice and outcomes for pupils with SEND.
- Monitor the quality and impact of SEND provision across the school and report to senior leaders and governors.

Inclusive Practice and Professional Development

- Lead the development of inclusive practice across the whole school, supporting colleagues to adapt teaching and strengthen provision for pupils with SEND.
- Contribute to the development and delivery of CPD for staff across the school relating to SEND and inclusive pedagogy.
- Provide guidance and support to classroom teachers on meeting the needs of pupils with SEND, including those with EHCPs.

Outreach and External Partnership

- Build and maintain positive professional relationships with local primary and secondary schools, the Local Authority, and other specialist providers.
- Provide outreach support and training to other local schools, sharing expertise and contributing to the development of inclusive practice across the wider area.
- Represent the school at relevant network meetings, professional forums and LA events relating to SEND provision and transition.
- Contribute to the development of resources, guidance and training materials that can be shared with partner schools and the wider community.

Operational Coordination of SEND Provision

- Work with the Assistant SENCo and SEND Operations Manager to coordinate day-to-day SEND provision across the school.
- Ensure effective communication between teachers, support staff and external professionals.
- Oversee the development and quality of learner profiles, support plans and intervention programmes.
- Ensure SEND records are accurate, up to date and compliant with statutory requirements.
- Monitor interventions and support programmes to ensure they are effective and evidence-based.

Leadership and Line Management

- Line manage the Assistant SENCo and members of the SEND Support Team, providing clear direction, regular supervision and professional development support.
- Contribute to the recruitment, induction and ongoing development of SEND staff.
- Play a full part in the senior professional life of the inclusion team, contributing to strategic planning, policy development and provision review.
- Work flexibly across the main school site and The Link site on Military Road as required.

General Responsibilities

- Uphold the Trust's values of Honesty, Courage and Faith and contribute to the school's commitment to pupils being Happy, Successful and Safe.
- Fulfil all safeguarding responsibilities and report concerns appropriately.
- Participate in the school's professional learning programme and take responsibility for own continuing development.

- Adhere to all school and Trust policies and procedures.

Person Specification

Criteria	Essential	Desirable
Qualifications and Training		
Qualified Teacher Status (QTS)	✓	
Degree-level qualification or equivalent	✓	
Evidence of sustained professional development in SEND, autism or inclusion	✓	
Specialist qualification in autism or SEND (e.g. NASENCo, AET Level 3)	✓	
Experience		
Significant experience of teaching pupils with SEND	✓	
Experience of working with pupils at the point of primary to secondary transition	✓	
Experience of liaison and relationship-building with primary schools or other partner settings		✓
Experience of delivering outreach, training or professional development to colleagues or other schools		✓
Experience of line managing or mentoring colleagues	✓	
Experience of contributing to EHCP Annual Reviews and/or LA consultation processes	✓	
Experience of analysing pupil progress data and using it to inform teaching and provision	✓	
Experience of planning and delivering specialist intervention groups	✓	
Knowledge and Skills		
Knowledge of the SEND Code of Practice and statutory EHCP processes	✓	
Ability to lead, model and develop high-quality, autism-informed pedagogy		✓
Ability to work collaboratively with mainstream colleagues to develop inclusive classroom practice	✓	
Strong data literacy: ability to interrogate, interpret and act on pupil progress information	✓	
Excellent written and verbal communication skills, including professional report writing	✓	
Ability to build confident, professional relationships with primary schools, families and external agencies	✓	

Full, clean driving licence — essential for travel between the main site and The Link	✓	
D1 minibus licence or willingness to obtain one — to support pupil transport between sites		✓
Personal Qualities		
An outstanding practitioner who leads by example and inspires confidence in colleagues and pupils	✓	
Ambitious for every pupil: relentless in pursuing strong outcomes regardless of starting point	✓	
Calm, consistent and emotionally resilient — able to manage complexity and pressure with composure	✓	
A collaborative leader who builds strong relationships and brings people with them	✓	
Highly organised with excellent attention to detail, particularly in relation to statutory processes	✓	
Proactive and solutions-focused, able to take initiative and exercise sound professional judgement	✓	
Committed to the principles of inclusion and to the belief that all young people can succeed	✓	
Excellent attendance and punctuality record	✓	

King's Group Academies is committed to safeguarding and promoting the welfare of children. All appointments are subject to an Enhanced DBS check and other relevant pre-employment checks.