



Senior Inclusion Worker

# Recruitment Pack



Nurturing inclusive learning communities

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## CEO WELCOME

Dear Applicant,

Thank you for your interest in this vital post of Senior Inclusion Worker at Ethos Academy Trust. We hope that the information contained within this pack provides sufficient information and helps you to decide if you have the right qualities, skills and experience to apply for this position.

The overarching aim of Ethos Academy Trust is to create academies that provide environments that are welcoming, caring, calm, safe and purposeful and that, within a nurturing ethos, stretch our learners academically, support them pastorally and develop them socially and emotionally.

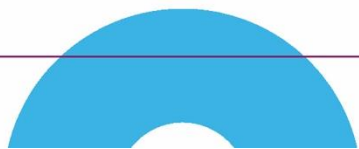
We seek to explore and celebrate the qualities that make our pupils unique. We believe passionately that education, at every stage of the pupil journey, is about the development and nurture of the whole child. We aspire for all our pupils to become confident, happy and caring individuals who achieve personal success and develop a love of learning and of life.

We have six Academies: Ethos College, Reach Academy, Evolve Academy, Engage Academy, Elements Academy and Enrich Academy and we have high aspirations for future growth.

Thank you for your interest in Ethos Academy Trust and we will look forward to receiving your application.



Chris Davis  
CEO, Ethos Academy Trust



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## HEADTEACHER WELCOME

Dear Applicant,

Engage Academy is based in Batley, West Yorkshire and is a part of Ethos Academy Trust. Engage Academy is a well-established alternative provision in Kirklees, specialising in supporting Key Stage 1 and 2 pupils with wide-ranging social, emotional and mental health (SEMH) needs.

At Engage Academy, we believe that all pupils deserve the opportunity to be supported to re-engage with learning and school life. We achieve this within a stimulating, safe and welcoming environment, where the curriculum is personalised to meet the differing needs and interests of all our pupils. Our staff pride themselves on offering a nurture-based approach and a high-quality educational provision that supports pupils to achieve positive outcomes and become ready to move onto further success in their next educational setting.

We are committed to ensuring that our staff are fully equipped to deliver a personalised, aspirational offer that meets the needs of all pupils. We therefore have a comprehensive staff training programme to enable our team to continue to develop their knowledge, skills and practice, with a high focus on supporting all aspects of SEMH needs.

We are seeking to appoint a Senior Inclusion Worker to join our strong and dedicated team. The successful applicant must be dedicated to supporting our pupils to reach their full potential. I would like to thank you for your interest in Engage Academy and I look forward to receiving your application.

Thank you for your interest in Engage Academy.



Alison Ward

Headteacher, Engage Academy

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Nurturing inclusive learning communities

**Ethos College** provides long-term full-time education places for Key Stage 4 pupils (ages 14 to 16) with wide ranging Social, Emotional Mental Health (SEMH) needs.

Our mission at Ethos College is to create a secure and stimulating learning environment in which all students are valued and respected, their learning is promoted, and their strengths are nurtured. Our focus is to prepare young people for transition to post-16 education, employment or training.



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**Evolve Academy** is a KS2 and KS3 school that supports students with wide-ranging Social, Emotional and Mental Health (SEMH) needs. We currently have two school bases: one in Wakefield and the other in Castleford. Some of our students have been permanently excluded from Wakefield primary or secondary schools. We also work in partnership with Wakefield mainstream schools to offer a 12-week placement for students who may require short-term step-out provision before returning to their mainstream school.

Our aim is to provide a supportive and nurturing environment that will enthuse and engage students in education. We strive to ensure that our students have clear pathways to their next educational setting, supporting schools to ensure that their varying long-term needs can be effectively met, whether this is in a mainstream or more specialised school environment. Our long-term aim is for students to be empowered to develop into responsible citizens beyond their school years.



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**Elements Academy** opened in September 2022, and is a special school based in Rotherham for students in KS2 to KS4 who have social, emotional and mental health (SEMH) needs. All pupils attending the academy have an Educational Health and Care Plan (EHCP) in place.

We provide a community that is safe, respectful and aspirational and the nurture principle is at the heart of everything that we do. We offer a curriculum that empowers students to gain the skills, knowledge and resilience they need to be happy and successful individuals. At Elements Academy, we place equal value upon academic and personal development and, whilst we know our students have barriers to overcome, we are committed to giving them the skills to overcome them.



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**Reach Academy** is a well-established school for children in Key Stage 3 (ages 11 to 14) with Social, Emotional Mental Health (SEMH) needs. All pupils attending the academy have an Educational Health Care Plan (EHCP) in place. Our nurture principles underpin our practice and ensure that we meet the individual needs of every pupil. We are committed to improving the life chances of pupils by removing barriers to engagement and achievement. Our aim is to create a secure and inspiring environment where every child is empowered to take ownership of their learning and their futures.



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**Engage Academy** is a school for primary aged children in EYFS 2 and Key Stages 1 and 2 (ages 4-11) with SEMH needs. All pupils attending the academy have an Education, Health and Care Plan (EHCP). We offer a nurturing, safe, inclusive and friendly environment where the building of trusting relationships is paramount. We have extremely high expectations and achieve good academic progress across the curriculum with an emphasis placed on improving pupils' reading, writing and maths skills through personalised and creative learning opportunities.



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**Enrich Academy** is a well-established education provision for Key Stage 4 students (aged 14-16), specialising in supporting students with Social, Emotional and Mental Health (SEHM) needs as well as supporting young people aged 14-16 who are unable to attend a mainstream setting. Our nurture-based philosophy underpins our practice and ensures that we meet the individual needs of every student.

At Enrich Academy, our aim is to provide a caring, stimulating, safe and welcoming environment where learning is enjoyable. We also ensure our teaching is personalised to the needs of students by customising the curriculum to challenge ability and raise aspirations.

We aim to improve student wellbeing and the life chances of our young people, and all our students are supported to fulfil their individual potential whilst developing the confidence and skill required to succeed in post-16 education, employment or training.

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## TRUST MISSION

Ethos Academy Trust is uniquely positioned with a clear strategic focus on Social Emotional and Mental Health and wider Special Educational Need provision. Our Academies are nurturing and inclusive communities, underpinned by a genuine value led culture where pupils and staff thrive and grow to their full potential.

## OUR CORE VALUES

 <h3>Leading with integrity</h3> <ul style="list-style-type: none"><li>• Championing honesty and transparency</li><li>• Building trusting relationships</li></ul>	 <h3>Encouraging freedom and responsibility</h3> <ul style="list-style-type: none"><li>• Working collaboratively</li><li>• Investing in effective partnerships</li></ul>
 <h3>Thinking innovatively</h3> <ul style="list-style-type: none"><li>• Finding creative solutions</li><li>• Meeting individual needs</li></ul>	 <h3>Improving continuously</h3> <ul style="list-style-type: none"><li>• Raising standards</li><li>• Developing strong and effective leaders</li></ul>
 <h3>Celebrating achievement</h3> <ul style="list-style-type: none"><li>• Improving academic progress</li><li>• Enriching personal development</li></ul>	 <p><b>ETHOS</b> ACADEMY TRUST</p> <hr/> <p>Nurturing inclusive learning communities</p>

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## WHY WORK FOR THE TRUST?

Ethos Academy Trust spans West and South Yorkshire, with all our Academies in close proximity to one another and in easy reach of main motorways and the cities and towns of Leeds, Wakefield, Huddersfield, Bradford and Rotherham. The proximity of our Academies is such that it lends itself to close and collaborative working.

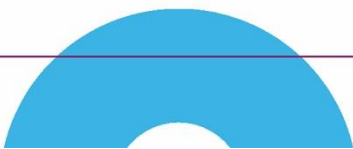
At Ethos Academy Trust, we are committed to providing a top-class education and we put the needs of all the children and young people within our community at the heart of what we do. Our staff are pivotal in this and in recognising, achieving and bringing to life our vision and values.


As such, we are committed to providing our staff with high quality professional development which can be evidenced through a variety of channels. We have numerous examples of staff who have developed and progressed their careers with the Trust. We fully embrace the fact that if we invest in our staff and their futures, we will create an environment where staff are happy, inspired and ambitious, which in turn means that they are able to create positive, engaging and life changing learning experiences for pupils

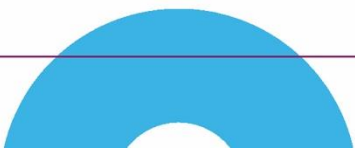
Ethos Academy Trust is fully committed to supporting and enhancing the wellbeing and mental health of all stakeholders. Across the Trust there are regular opportunities for staff to come together outside of their normal working day in a social or other activity capacity.

As an employer, we are able to provide the following benefits to all members of staff:

- A chance to work at a unique Trust with a clear direction and commitment to working with Social Emotional and Mental Health need and wider SEND pupils.
- The Trust maintains nationally agreed terms and conditions in relation to pay and conditions for teaching and support staff and continues to subscribe to local holiday patterns and allowances within the local authority of each academy.
- Opportunities to collaborate with colleagues across academies and within the Central Trust teams and other Multi Academy Trusts on a local and/or regional basis.
- Structured and informal opportunities to develop skills and opportunity to progress, share best practice (locally and nationally).
- Access to Teacher and Local Government Pension Schemes.
- Access to 24/7 Employee Assistance Programme which includes counselling and physiotherapy services.
- All staff have 1:1 sessions with their managers every half term and complete a Wellness Action Plan at least annually.
- All staff are required to have an annual appraisal.
- We recognise and reward staff who have gone over and above with our half termly values driven staff awards.
- Opportunity to have your say and to contribute to Academy related developments via annual staff survey, regular “pulse” surveys and Academy Liaison Groups.



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- Access to employee salary sacrifice schemes such as Cyclescheme, Techscheme and discounted shopping.
  - Additional day off after 5 years' service with the Trust





I was inspired to pursue a career with children who have SEMH needs through my experience of teaching music as an unqualified Teacher. I joined the Trust thirteen years ago as an Inclusion Worker and was subsequently promoted to Senior Inclusion Worker, before being supported to secure a teaching qualification. More recently I was able to complete training to become a SENDCo and I am currently SENDCo for Reach Academy. The Trust and management team within Reach Academy not only supported my ambition to become a fully qualified Teacher, they continue to offer opportunities for my ongoing personal and professional development.

**SARAH SIMMONDS**, SENDCO - REACH ACADEMY

During my 8 years of employment with Ethos Academy Trust, I have been supported to access a number of professional opportunities and, after securing a teaching role, I became a member of the Senior Leadership Team at Ethos College and was supported in undertaking the NPQSL to help me enhance my leadership skills, understanding and practice. From January 2024, I moved to the position of Head of School at Reach Academy.

The Trust is committed to providing relevant and meaningful professional development opportunities to support the career progression of the staff team. I have always felt highly valued and supported by the Trust in everything that I do. It is an absolute privilege to work for a Trust that is so invested in supporting its staff to be the best that they can be and help to transform the lives of so many young people.

**JACK GHEE**, HEAD OF SCHOOL - REACH ACADEMY



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## ADVERT FOR SENIOR INCLUSION WORKER

Senior Inclusion Worker  
Grade 9 (NJC 23-26)  
37 hours per week working term time plus 1 week  
Permanent  
Full time salary - £34,434 to £37,280  
Actual salary - £29,997 to £32,476  
Closing date Monday 8 June 2026

### Applicants

This is an exciting opportunity to join Ethos Academy Trust, where we aim to deliver the very best educational experiences for pupils across the primary and secondary age range. Our academies are welcoming, calm and purposeful and, within a nurturing ethos, our learners are stretched academically, supported pastorally and developed socially and emotionally.

We are looking to appoint a Senior Inclusion Worker to join our passionate and hardworking team at Engage Academy.

If you are looking for a new and rewarding challenge in education and you are committed and passionate to making a difference, then we look forward to hearing from you.

Closing date: Monday 8 June 2026  
Interview date: Tuesday 16 or Thursday 18 June 2026

If you require further information or would like to arrange a visit, please contact Gemma Harvey on [gharvey@eat.uk.com](mailto:gharvey@eat.uk.com)

You can apply for the vacancy at <https://www.eat.uk.com/recruitment-portal/current-opportunities/>

### Safeguarding statement

Ethos Academy Trust is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including an Enhanced DBS check (including Children's Barred List) and past employment references.

Applicants are required, before appointment to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.



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## SENIOR INCLUSION WORKER JOB DESCRIPTION

<b>Job title</b>	Senior Inclusion Worker
<b>Location</b>	Engage Academy
<b>Hours</b>	37 hours per week working term time plus 1 week
<b>Reports to</b>	Class Teacher/SLT
<b>Staff responsible for</b>	Support Staff
<b>Closing Date</b>	Monday 8 June 2026
<b>Salary/Grade</b>	Grade 9 (NJC 23-26) Full time salary - £34,434 to £37,280 Actual salary - £29,997 to £32,476
<b>Job Purpose</b>	<p>The Senior Inclusion Worker plays a pivotal role in securing positive, aspirational outcomes for pupils with complex social, emotional and mental health (SEMH) needs across the Trust. The post holder will support pupils to successfully access learning through high-quality, personalised academic, social and emotional interventions delivered within the classroom, in small groups and on a 1:1 basis as required.</p> <p>Working within a nurturing, inclusive ethos, the Senior Inclusion Worker will promote pupils' physical and emotional wellbeing, raise self-esteem and resilience, and encourage increasing independence and engagement in learning.</p> <p>The post holder will work collaboratively with pupils, families, academy staff and a range of external professionals and agencies to ensure pupils' needs are effectively supported. As a senior member of the inclusion team, the role includes leading and managing support staff, modelling inclusive practice and contributing to whole-school development priorities.</p> <p>The Senior Inclusion Worker will also undertake the role of Deputy Designated Safeguarding Lead. From time to time, the post holder may be required to work flexibly across different groups, locations or Trust academies to meet pupil and organisational needs.</p>

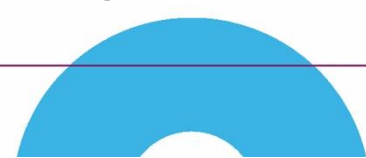
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## KEY OBJECTIVES AND ACCOUNTABILITIES

### Main Duties

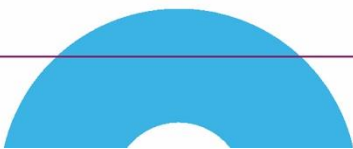
- Provide high-quality academic support within the classroom, under the direction of the class teacher or line manager, to enable all pupils to make sustained progress across the curriculum.
  - Plan, organise and deliver targeted, learning-based interventions to meet pupils' identified academic, social, emotional and mental health (SEMH) needs.
  - Undertake the role of Deputy Designated Safeguarding Lead, including monitoring safeguarding concerns on CPOMS and taking appropriate action in line with school policies, statutory guidance and under the direction of the DSL.
  - Lead and manage support staff within a group to ensure roles and responsibilities are clearly understood and effectively carried out, including the line management of Grade 7 Inclusion Workers where applicable.
  - Lead or support delivery within specific curriculum areas, such as PE and Forest School, contributing to a broad, balanced and engaging curriculum.
  - Support the upkeep, organisation and presentation of the learning environment to ensure it is safe, nurturing and conducive to learning.
  - Support pupils' integration into the Academy by ensuring positive, high-quality transitions, working closely with parents/carers and external agencies as required.
  - Complete and contribute to pupil assessments and support planning alongside colleagues, ensuring nurture principles and agreed interventions are consistently implemented across classrooms and the wider Academy.
  - Work collaboratively with external professionals and agencies, attending meetings and completing relevant documentation to support positive outcomes for pupils and families.
  - Model and consistently apply effective behaviour support strategies, including restorative practice, emotion coaching, de-escalation and positive handling in line with Team Teach and school policies.
  - Contribute to the ongoing development and growth of the Academy, working collaboratively with colleagues to support improvement priorities.
  - Maintain accurate, timely and objective pupil records on relevant systems, ensuring documentation reflects current needs, targets and progress.
  - Participate in and support the supervision of educational visits alongside teachers or other class leaders.
  - Engage fully with training, continuing professional development (CPD) and Academy processes, including staff meetings and performance and development reviews.
  - Supervise and support pupils during break times, lunchtimes, extra-curricular activities, and travel to and from the Academy as required.
  - Build and maintain strong, trusting relationships with parents and carers, ensuring regular communication and keeping families informed of pupil progress and support in place.
  - Contribute to reviews, evaluations and planning to support pupils' successful reintegration into their next appropriate educational setting.
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## General

- Act at all times with integrity, honesty and professional competence, maintaining strict confidentiality where required.
- Demonstrate a positive, calm and supportive approach when working with vulnerable children and young people.
- Carry out all duties with due regard to Trust and Academy policies, procedures and relevant legislation, as outlined during induction and ongoing professional development.
- Take responsibility for personal health and safety and that of others, in line with the Health and Safety at Work Act.
- Demonstrate daily commitment to the Trust's vision, mission and core values.
- Undertake any other reasonable duties as directed by Trust Senior Leaders or the Trust Board.



## PERSON SPECIFICATION

	Key Criteria	Essential (E) / Desirable (D)
<b>Knowledge, Education and Training</b>	GCSE grade 4 or above (grade C or above) in English and Maths, or ability to demonstrate equivalent knowledge	E
	Professional qualifications applicable to the role (e.g. Teaching Assistant qualification)	D
	Understanding and knowledge of strategies to support social, emotional and mental health (SEMH) development	E
	Designated Safeguarding Lead training	D
	Experience of working with children or young people	E
<b>Relevant Experience</b>	Experience of working in an educational setting	E
	Experience of supporting pupils' academic and pastoral development in any environment	E
	Experience of supporting pupils' basic skills in English and Maths	E
	Experience of delivering or supporting targeted interventions	E
	Experience of leading and managing staff, including supervision support	E
	Experience of working collaboratively with external agencies and professionals to achieve positive outcomes for pupils and families	D
	Experience of working closely with families to improve outcomes for pupils	E
	Experience of working with pupils with barriers to learning arising from social, emotional or mental health needs	D
	Ability to assist the class teacher in planning class activities	E

<b>Aptitudes, skills and competencies</b>	Ability to communicate effectively with pupils, colleagues and external agencies	E
	Ability to relate to pupils from diverse social backgrounds	E
	Ability to work effectively as part of a team	E
	Ability to work with pupils exhibiting challenging behaviour	E
	Ability to engage and work effectively with hard-to-reach parents and key family members	E
	Willingness to lead or support extra-curricular activities	E
	Ability and willingness to drive the school minibus and obtain appropriate business insurance	E
	Understanding and experience of learning programmes and interventions	E
	Understanding of child development, learning and nurture principles	E
	Knowledge of the national curriculum applicable to the Academy	E
	Understanding of and commitment to equal opportunities and diversity	E
	Understanding of safeguarding procedures and related issues	E
<b>Any additional factors</b>	Motivation to work with pupils with a wide range of learning, social, emotional and health needs	E
	Emotional resilience when working with pupils who exhibit challenging behaviour	E
	Willingness to work outside of normal school hours on occasion, with due notice	E
	Flexibility and adaptability, modelling a positive and professional leadership approach	E
	Willingness to undergo an enhanced DBS check and subscribe to the DBS update service	E
	Commitment to ongoing professional development	E

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	Willingness to work off-site with pupils and families	E
	Willingness to work across multiple academy trust sites and key stages	E
	Understanding of relevant policies, codes of practice and statutory legislation	D

### Equality and Diversity statement

Ethos Academy Trust treats all applicants for employment in the same way regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

### Disability statement

Ethos Academy Trust is committed to promoting equality of opportunity for people with disabilities. We continue to review our processes and procedures to ensure individuals with disabilities receive full and fair consideration for all types of vacancies at the recruitment stage and during their employment.

Individuals who apply to the Trust for employment will receive fair treatment and be considered solely on their ability to do the job. Where required reasonable adjustments will be applied. During employment the Trust, wherever possible, will retain the services of an employee who is or has become disabled.

### Online checks for shortlisted candidates

In accordance with DfE Keeping Children Safe in Education 2024, an online search, including social media, will be completed on all shortlisted applicants prior to interview. Any relevant information will be discussed further with the applicant during the recruitment process.

### GDPR

A copy of our Privacy Notice is available via our website: [www.eat.co.uk](http://www.eat.co.uk)

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Ethos Academy Trust  
c/o Reach Academy  
Field Hill Centre  
Batley Field Hill  
Batley  
WF17 0BQ

