



Reports To: SENDCo

Why	<p>Job Summary To support the SENDCo to implement effective strategies to promote positive behaviours through the implementation of the Routes to Inclusion intervention across the secondary site.</p>
------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

What	<p>Main Responsibilities</p> <ul style="list-style-type: none"> • Coordinate the Routes to Inclusion (R2i) framework to identify, assess and intervene with children presenting with social and emotional health needs (SEMH) • Keep comprehensive records and logs of work completed with identified pupils at risk of exclusion • Understanding and awareness of the SEN CoP 2015 and keep up to date with legislations regarding SEND • Communicate regularly with parent/carers updating with interventions and progress using the ADPR process to record keep • Plan, prepare and deliver direct and structured teaching and learning programmes, interventions and activities to students identified on the SEND and Additional Needs register to advance their progress – in small groups or individually. • Be conscientious and use SMART targets, be able to measure all interventions and demonstrate progress. • Liaise with SENCO to meet the needs of students with HLN funding, EHC plans or additional needs. • Liaise with external agencies who may be working with specific students. • Plan, prepare and deliver direct and structured reflection and restorative activities with students in order to advance their progress- in groups including coaching and mentoring, where required and as guided and instructed. • Managing the day-to-day implementation of routes to inclusion interventions maintaining the very highest standards of behaviour and maintaining consistently high expectations of students. • Contributing to the safeguarding and promotion of the welfare and personal care of students. • Be aware of and support difference and ensure equal opportunities for all. • Contributing to the overall ethos/work/aims of the academy. • Maintain confidentiality at all times. • Any other responsibilities deemed appropriate to the level of the post.
-------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

How	<u>Competencies</u>	<u>Personal Attributes</u> (level expected when job is conducted to the required standard)
	<p>Framework <i>Seeking to establish the framework and guiding principles; making a positive contribution to the ethos of the Trust.</i></p>	Actively promotes the Trust's ethos internally and externally
		Act as a role model as a tutor and a member of the Year Team.
		Contribute to the delivery of an assembly
		Know the current legal requirements, national policies and guidance on the safeguarding and promotion of the well-being of children and young people
		Participates in Health & Safety working teams
		Encourage individual and collective responsibility
		Participate in a whole academy initiative
	Undertake a departmental responsibility	
	<p>Development <i>Monitoring, coaching, guiding and supporting teams and individuals setting examples of desired behaviours.</i></p>	Lead training on a relevant issues
Consistent outstanding practice leads to developing skills in leadership and management and highly effective professional contribution across the academy		

	Leading <i>Providing direction to ensure that the resources are available to achieve results in the most effective way.</i>	Challenge, influence and motivate others to attain high goals	
		Managerial experience is built upon an understanding of Trust ethos	
		Connects with team members and is accessible to colleagues	
		Constructs and develops teams to be effective and fosters the development of others by evaluating the full potential of others	
		Motivates and delegates appropriately in order to achieve objectives	
		Sets clear objectives	
	Task Management <i>Establishing appropriate courses of action for oneself and others to accomplish goals</i>	May provide guidance and supervision on setting tasks	
		Makes medium term plans; anticipates problems and prioritises actions	
		Prioritises own workload to achieve project activities in agreed timeframe	
	Communication <i>Providing direction to ensure that the resources are available to achieve results in the most effective way.</i>	Actively informs and briefs colleagues within team of developments, challenges and changes	
		Clear, concise and confident when communicating informally both verbally and in writing	
	Problem Solving/Decision Making <i>Able to identify a potential problem; propose and assess solutions and decide upon course of action</i>	Proactive in providing innovative solutions and evaluating alternatives	
Takes responsibility within the team for making decisions and moving things forward, requires good judgement			
Collate, analyse and evaluate information within the scope of the role providing it for further analysis in a user-friendly format			
Presents information, recognises the most relevant information and forms conclusions			
Context	Interfaces	Internal/External	Seek opportunities to collaborate with other professionals beyond the Academies and across the Trust.
		Financial impact/budget	Ensure resources are affordable and available to achieve improvement plans and stated strategic objectives.
	Scope	People (directly/indirectly manage)	Act as a role model, promoting consistently high expectations of behaviour in a professional and courteous manner.
		Travel	You will be required to travel between academies in your region and to Greenwood House as necessary.
	Education, Qualifications and Experience (EQE)	Desirable: Safeguarding training and experience of social care, targeted youth and wider inclusion. A willingness to undertake the R2i pathway training Excellent behaviour management experience.	
	Safeguarding	All adults employed by the Trust are responsible for safeguarding and promoting the welfare of children they are responsible for or come into contact with. As such, all employees will undergo relevant background checks, including a Disclosure and Barring Service (DBS) Enhanced check with Barred List Check, in order to	

		satisfy our statutory obligations.
--	--	------------------------------------

Whilst every endeavor has been made to outline all the duties and responsibilities of the post, this document does not specify every item in detail. Where broad headings have been used, all associated duties are naturally included in the job description.