



# GOSSEY LANE ACADEMY

Headteacher: Mrs S Amin B.Ed (Hons) NPQH  
Gossey Lane, Kitts Green, Birmingham B33 0DS  
Telephone: 0121 464 2909

Website: [www.gosseylane.academy](http://www.gosseylane.academy) Email: [enquiry@gosseylane.academy](mailto:enquiry@gosseylane.academy)  
Registered Company No: 08531479

**Job Description:** Inclusion Lead / SENCO (SLT)

## **Purpose of the Role**

The Inclusion Lead will provide both strategic and operational leadership for SEND and inclusion as a member of the Senior Leadership Team. The postholder will be accountable for shaping, driving and evaluating whole-school inclusive practice, ensuring that pupils with additional needs make strong academic, social and emotional progress. The role involves leading adaptive teaching, managing statutory SEND processes, and working closely with staff, parents/carers, governors and external agencies to secure high-quality provision and positive outcomes for all pupils.

## **Key Responsibilities**

- Provide strategic leadership for SEND and inclusion across the school as a member of the Senior Leadership Team.
- Lead and develop inclusive practice and high-quality adaptive teaching across all classrooms.
- Lead statutory SEND processes, including EHCP applications, annual reviews and local authority consultations.
- Oversee the development, implementation and review of learning plans, pupil passports and provision mapping, ensuring pupil voice is central.
- Monitor, evaluate and continuously improve SEND provision, interventions and their impact.
- Lead assessment, tracking and analysis of progress and attainment for pupils with SEND, using evidence to inform strategy and provision.
- Quality assure inclusive teaching and learning through monitoring, evaluation and professional dialogue.
- Work strategically and operationally with external agencies and professionals to secure appropriate support and outcomes.
- Build strong, trusting partnerships with parents and carers through clear and empathetic communication.
- Support, monitor and promote positive attendance for pupils with SEND, working closely with pastoral and attendance teams.

- Line manage staff involved in SEND and inclusion provision where appropriate, ensuring accountability and professional development.
- Contribute to teaching and learning improvement through coaching, modelling and professional development.
- Contribute strategically to self-evaluation, school improvement planning and inspection readiness.
- Act as, or train to become, a Designated Safeguarding Lead (DSL), contributing to safeguarding decision-making and multi-agency work.
- Ensure compliance with the SEND Code of Practice, the Equalities Act and statutory safeguarding guidance.
- Lead and contribute to SEND reviews, multi-agency meetings and statutory reporting.
- Report on SEND and inclusion to senior leaders and governors, providing clear analysis of impact and priorities.
- Manage time and workload effectively, meeting statutory deadlines and competing priorities.

### **Leadership and Teamwork**

- Work collaboratively with senior leaders, teachers, support staff, governors and external professionals to drive whole-school improvement.
- Support and challenge colleagues to deliver consistently high-quality inclusive practice and outcomes.

### **Safeguarding**

- The postholder shares responsibility for safeguarding and promoting the welfare of children and is expected to uphold the highest standards of safeguarding practice.
- As DSL or Deputy DSL, the postholder will contribute to strategic safeguarding leadership and a strong safeguarding culture across the school.

## **OBSERVANCE OF THE MULTI-PRIMARY SCHOOL TRUST'S EQUAL OPPORTUNITIES POLICY WILL BE REQUIRED**

**Signed:** \_\_\_\_\_ *(Head Teacher)*

**Signed:** \_\_\_\_\_ *(Post-holder)*

**Date:** \_\_\_\_\_