



St. Peter's Catholic Primary School

Inclusion Leader (SENCo)

Responsible to: Headteacher

Responsible for: Teaching Assistants; EDEN Lead Practitioner

Terms and Conditions: Teacher Standards Main/ Upper Scale + SEND allowance

Core Purpose of the Role

As a Senior Leader with strategic oversight, the Inclusion Leader will champion excellence in inclusion, curriculum access, and teaching quality, ensuring that all pupils, particularly those who are vulnerable or not achieving well, receive ambitious, well-sequenced learning and highly effective teaching that enables them to flourish academically, socially and emotionally.

The Inclusion Leader will provide strategic leadership to ensure that disadvantage does not limit achievement, and that the school's curriculum and teaching consistently meet the needs of all pupils. The post holder will be the designated SENCo at St. Peter's.

Key Strategic Responsibilities

1. Leadership of Inclusion and Equity

- Provide strategic leadership for SEND, Pupil Premium, EAL/ New to English, pupils ever known to social care, and more able pupils, amongst others.
- Be the designated SENCo and operational lead for all matters related to special educational needs.
- Ensure all groups access an ambitious, knowledge-rich curriculum and achieve well.
- Promote a culture of high expectations and staff accountability.
- Advise leaders and governors on statutory duties and resourcing.

2. Curriculum and Teaching (Quality of Education)

- Support and advise curriculum leaders to ensure curriculum intent is ambitious and inclusive for all pupils.
- Ensure learning is logically sequenced and builds knowledge and understanding over time.

- Co-lead the development of adaptive teaching practices.
- Utilise assessment to identify gaps and inform teaching.
- Monitor teaching through leadership of pupil progress meetings (facilitating discussion based on triangulation of book looks, lesson visits, and data).

3. Raising Achievement

- Identify pupils not achieving well and ensure timely, effective support.
- Evaluate impact of interventions and ensure sustained improvement.
- Remove or mitigate barriers to learning.

4. Professional Development

- Deliver high-quality CPD on adaptive teaching and inclusion.
- Coach and mentor teaching staff to improve teaching practice.
- Model strong teaching.
- Be proactive and innovative in your own development.

5. Deployment of Staff and Resources

- Lead deployment of teaching assistants for maximum impact.
- Ensure effective use of Pupil Premium and other resources.
- Ensure effective use of SEND budget (including for EDEN) and other related cost centres which are delegated to the post holder.

6. Partnerships

- Develop and maintain positive relationships with colleagues across the Little Way Catholic Educational Trust.
- Develop effective trust-based relationships with colleagues at St. Peter's
- Build strong relationships with parents and carers with a visible presence in the school.

- Coordinate external agency support.
- Ensure statutory processes are completed effectively.

7. Monitoring and Evaluation

- Lead inclusion aspects of school self-evaluation and school improvement.
- Share accurate updates with other senior leaders, governors and Trust leadership.
- Maintain compliance with policies and statutory requirements.

Person Specification

The post holder will:

- Have a strong commitment to pupil success
- Be an excellent communicator
- Be highly organised
- Be a qualified SENCo, or willing to qualify
- Understand curriculum, teaching, and assessment
- Work effectively within a leadership team

The post holder does not need to be Catholic but must support the ethos of the school.

Additional Expectations

- Uphold Teachers' Standards
- Contribute to wider school leadership
- Undertake duties as required

This job description may be reviewed annually and amended following consultation.

This post has significant protected time (0.8-1.0 FTE). However, the post holder may be required to teach from time to time, and at the discretion of the Headteacher.