

**Post title:** Early Years Adviser – Inclusive Learning

**Evaluation:** **Grade:** Soulbury 10-13 (+3SPA)

**Responsible to:** Senior Adviser – School Effectiveness

**Responsible for:** Staff as Alocated

**Job purpose:** Provide challenge, advice and guidance to non-maintained settings on the development of effective early learning provision, with a particular focus on SEND, and transition to compulsory schooling.

**Main duties:**

- 1 To provide advice and practical support to early years providers about the quality of provision, and in particular their approaches to identification, assessment and intervention withing the SEN Code of Practice
- 2 To devise and lead a program of training for providers that supports inclusion across the sector
- 3 To develop and sustain strong provider networks across the city enabling effective sharing of expertise and dissemination of good practice
- 4 To strengthen the links between settings, parents, schools, social care and health services in order to support provision and transition
- 5 Contribute to the improvement of providers causing concern or those at risk of becoming so, and lead reviews of provision
- 6 To challenge and support all settings in reaching quality standards and ensuring their commitment to inclusion
- 7 To work closely with colleagues in the School Effectiveness team, the SEN team, the wider council and external agencies to address issues and improve practice
- 8 To lead and contribute to initiatives aimed at improving early years and SEND provision
- 9 Provide advice and guidance in relation to Ofsted inspections with a particular focus on inclusion and SEND

- 10 To support all early years practitioners with EYFS curriculum planning and the assessment and recording of achievement in order to improve the effectiveness of teaching and learning for children 0-5 years who have SEND
- 11 To develop and maintain positive, collaborative relationships and partnerships both within and outside of the Council.
- 12 To promote and implement the Council's Equality policy in all aspects of employment and service delivery.
- 13 Assist in maintaining a healthy, safe and secure environment and to act in accordance with the Council's policies and procedures.