



JOB DESCRIPTION

Primary Director of SEND Practice and Inclusion

Line Manager:	Director of Primary School Improvement
Location:	Multi-Site, across all Primary Schools
Salary:	Leadership Scale L2-L6

Main Purpose:

A core part of this role is to teach, model and demonstrate effective SEND practice in classrooms. The postholder will not simply advise from a distance, but will work practically with pupils and staff to build confidence, consistency and capacity.

Under the leadership of the Director of Primary School Improvement, and working within the strategic direction set by the Primary Director of SEND, the postholder will support high-quality inclusive provision by providing practical, classroom-facing support, modelling, coaching and operational advice across the Trust's primary schools. The Primary Director of SEND Practice and Inclusion will be part of the Primary Central Leadership Team that supports and develops the policy, practice and culture for SEND across the Primary schools within the Trust.

This role focuses on practical implementation and does not hold strategic responsibility for statutory SEND compliance, funding, SEND budgets or trust-wide quality assurance of the SEND cycle.

The Primary Director of SEND Practice and Inclusion will:

Support the Leadership in the successful implementation of the Trust vision including its Christian character and contribute to significantly raising standards of achievement for pupils of all ages and abilities.

Secure high quality and inclusive provision for all pupils with SEND through the development of highly effective and consistent practice in all Primary schools.

Work across all Primary schools and support leaders and teaching staff in the effective support of SEND in their school.

Champion the consideration and development of all aspects of innovative practice in relation to SEND provision and the needs of individual pupils with SEND.

Deliver a sustained emphasis on high-quality, inclusive classroom practice and targeted staff development across all Trust primary schools.

The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document. It may be modified by the CEO, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title.

Curriculum and pupils

Work closely with the Headteachers to ensure high quality provision for pupils requiring additional support

- Regularly attend school meetings to help create positive solutions for pupils with Special Educational Needs
- Model effective practice, in class or intervention, that supports children with SEND across all primary schools.
- Teach, co-teach and model effective strategies in classrooms and intervention groups, working directly with pupils and staff.
- Support teachers and teaching assistants to translate SEND plans, EHCP outcomes and professional advice into practical classroom provision.
- Provide live coaching and follow-up support so that agreed strategies are embedded in everyday teaching.
- Demonstrate adaptive teaching approaches that support pupils with a range of needs, including communication and interaction, cognition and learning, SEMH and sensory/physical needs.
- Support schools to ensure that teaching reflects the needs of pupils with SEND through practical modelling, coaching and follow-up support.
- Support the identification of and disseminate the most effective teaching approaches for a range of additional needs (e.g. ADHD, ASD)
- Working with the Headteachers contribute to the monitoring of the effective use of resources, appropriate teaching and learning activities and target setting to meet pupils' additional needs
- Make use of and model a range of teaching and learning strategies to meet the needs of SEND pupils
- Adhere to all Primary policies for assessing, recording and reporting on pupil achievement and use this information to set pupil targets
- Review classroom practice alongside teachers to identify areas for developmental coaching and to highlight outstanding practice.
- Work with Headteachers, teachers and teaching assistants to ensure development of pupils' individual skills necessary for them to become independent pupils, prepared for adulthood
- Work with the team of SENDCos within the Trust primary schools to implement strong classroom practice and support effective transition where appropriate.
- Ensure high quality, effective and consistent approach to SEND within the Trust Primary schools in line with the trust strategic plan

Monitoring, Leading and Managing

- Ensure all members of staff recognise and fulfil their statutory responsibilities to pupils
- Working within the strategy set by the Director of SEND, deliver targeted, practical training, coaching, and workshops for specific groups or individual staff members to respond directly to classroom needs and embed high-quality teaching strategies.
- Advise leaders on practical resources and approaches that support effective classroom implementation for pupils with SEND.
- Develop, model and disseminate outstanding practice in relation to SEND provision across the Primary schools.

- Maintain an up-to-date knowledge and understanding of all aspects of SEND provision for all age groups in the Trust
- Undertake such professional development as is required by the evolving nature of the post

Communication and Information

- Contribute to the induction programme for new pupils, staff and student teachers
- Contribute to the induction programme for new SEND pupils
- Contribute practical insights from classroom support to inform school and trust SEND improvement planning.
- Support the aims and ethos of the Trust
- Promote all school policies and support on the implementation of the behaviour policy
- Participate in staff training
- Lead and attend team and staff meetings
- Advise and support transition arrangements for SEND pupils

As a Senior Leader the postholder might be expected to take on other leadership duties not listed here but detailed in the teachers pay and conditions document