

# Best Start Inclusion Team Lead

Reports to: **Community Family Offer Service Lead**  
Direct reports: **Best Start Inclusion Practitioner Team**

Evaluation: **593 points**  
Grade: **N9**  
Reference: **A5821**

## Purpose

To provide direct line management and supervision to the team of Best Start Inclusion Practitioners who work within the Best Start Family Hub network and via outreach to provide guidance and direct support to children aged 0-5 and their parents/carers in the early identification and response to emerging additional needs.

## Main Duties

These are some of the typical duties you will be expected to perform. This is not exhaustive, and you may need to complete similar tasks as required.

1. Play a key role in the development of the Best Start Family Hubs SEND offer with a focus on support for children aged 0-5 and their families in line with Best Start programme guidance.
2. Maintain a robust knowledge of the local SEND system and legislation, develop policies and procedures and access relevant training to ensure the Best Start Inclusion Practitioners can provide families with clear and current advice and guidance.
3. Support the use of evidence-based screening tools and insights from early years developmental checks to identify need, and work with families and partners such as Speech and Language Therapists, Health Visitors, Educational Psychologists, Occupational Therapists, DSCOs and Early Years SEND Advisors to develop the processes for observation and discussion to inform support.

4. Work with the Community Family Offer Workforce Lead to identify training and delivery opportunities to strengthen the inclusive practice, SEND awareness and resources available to the Best Start Family Hub workforce.
5. Work as part of the Community Family Offer Extended Leadership Team to ensure the Best Start SEND offer responds to local need and is embedded within the wider locality support offer.
6. Strengthen collaborative working and lead the development with parents/carers and partner agencies of early identification and intervention pathways for emerging additional needs.
7. Provide opportunities for reflective supervision to the Best Start Inclusion Practitioner team to guide them to use their professional judgment alongside family and partner input to deliver effective and appropriate support.
8. Work collaboratively with health, SEND services, early years settings, schools, local parent groups and voluntary, community and faith partners to champion inclusive practice locally.
9. Build effective links with nursery and school settings to support families and help children make good progress in their development.
10. Report on the work of the Best Start Inclusion Practitioners to the Head of Service: Community Family Offer as part of the Newcastle Best Start in Life Plan reporting arrangements.
11. To control and monitor devolved budgets and financial management systems in line with financial regulations.
12. Represent the Local Authority and Best Start Family Hubs in meetings and forums as required.
13. To promote and implement our Equality policy in all aspects of your employment.

14. To help maintain a healthy, safe, and secure environment and to adhere to our policies and procedures.