



'Ambitious for All'

Job Description Assistant Headteacher for Inclusion

Salary: L11 – L15
Hours: Full Time
Starting: September
Contract: Permanent
Responsible to: Headteacher

MAIN PURPOSE

The Assistant Headteacher will be responsible for promoting a truly inclusive culture at Applemore in which all students are able to achieve their best in terms of students' behaviour, attitudes and wider personal development with SEND provision, interventions and alternative provision, being of the highest quality.

STRATEGIC LEADERSHIP

- Make a significant contribution to the development, communication, and implementation of the school's vision of inclusive education where all students are a success
- Lead on quality assurance of the provision for SEND learners ensuring that all students make excellent progress
- Ensure up-to-date knowledge of national and local initiatives which may impact upon policy and practice
- Advise on the deployment of the school's delegated budget and other resources to meet students' needs effectively
- Lead on strategic areas of school improvement through formulating, devising, agreeing and monitoring improvement plans to maximise impact
- Consider effective strategies for alternative provision and pathways so that all children succeed
- Fulfil the roles and responsibilities of a DDSL

LEADING LEARNING SUPPORT PROVISION

- Oversee the provision for students with Special Educational Needs (SEND) and additional needs within the school
- Oversee the implementation of the school's SEND policy including the implementation of Education, Health and Care Plans (EHCPs), identification and assessment of students with SEND, and maintenance of the SEND register in order to meet all statutory expectations
- Work with the Headteacher to ensure the school meets its responsibilities under the Equality Act (2010) with regard to reasonable adjustments and access arrangements
- Develop professional, constructive and effective relationships with other agencies, schools and professionals and be a key point of contact with external agencies, especially the local authority and its support services
- Work closely with staff, parents, and external agencies to ensure the needs of all SEND learners are met and all are informed
- Quality assure the two Resourced Provisions located at Applemore

LEADING TEACHING AND LEARNING

- Provide professional guidance to colleagues to implement and model strategies that secure high standards of teaching, student behaviour and attendance for all students, but especially the most vulnerable
- Monitor the progress and attainment of students with SEND, using data to inform planning and interventions to ensure the best possible outcomes for vulnerable learners
- Monitor, evaluate and review classroom teaching and learning, celebrate and promote best practice, lead on Wisdom Wednesday sessions and further staff CPD
- Challenge under-performance at all levels to ensure the quality of ordinarily available provision

LEADERSHIP OF PEOPLE

- Provide exemplary leadership for the whole school community acting as a role model for staff and students
- Develop high-quality leadership of inclusion in both academic and pastoral areas through effective line management
- Ensure a high level of presence and proactive visibility around school and promote high staff morale and ownership of inclusion
- Contribute to the provision of high-quality training and development for all staff which empowers staff at all levels to support inclusive education
- Manage staff performance and conduct effectively and resolve complaints

The duties above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.