

JOB DESCRIPTION & PERSON SPECIFICATION

Director Area:
Children's Services

Job Ref Number:

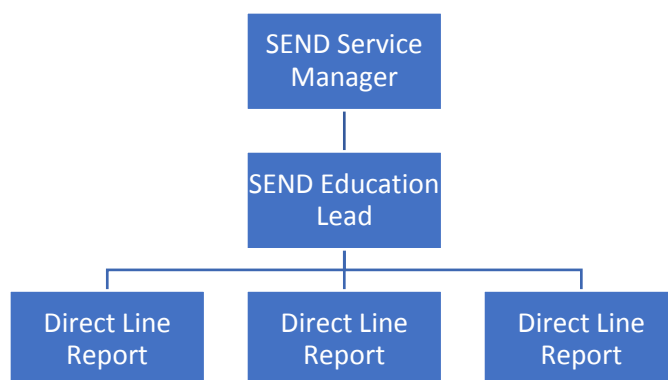
Service Area:
SEND Service

Grade:
Soulbury Grading System
£63,779 - £64,417

Job Title:
SEND Education Lead

PURPOSE OF JOB:

- To lead the strategic relationship between the Council and both mainstream and Special Schools, ensuring policies and procedures are developed to maximise positive impact on outcomes for children and young people with special educational needs and disabilities (SEND).
- To act as a professional partner to both mainstream and special schools, providing challenge and support as necessary in line with the Council's Strategy for School Improvement
- To provide advice and support for specific projects impacting on specialist provision across Lincolnshire.
- To provide strategic leadership and expertise in developing relationships with special education providers in the County and in a national context to ensure that the Council responds appropriately to the changing specialist educational landscape, including in our interactions with the Department for Education, Regional Schools Commissioner and Ofsted.
- To provide expert advice to the Children's Service Manager for SEND and Children with Disabilities (CWD), Chief Officer for Learning, Director and Lead Member for Children's Services, to inform decision making in relation to the specialist education arena.
- Set out clear and ambitious priorities for improving outcomes for all learners with additional needs in all schools and settings.
- Work in close collaboration with Commissioned Services to develop effective advisory services targeting children and young people with additional needs so that all are given the opportunity to achieve their potential.
- To assist the Service Manager in delivering the council's statutory duties and the strategic priorities of the service.

TEAM STRUCTURE:**MAIN DUTIES:**

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| 1 | Act as the Council's strategic lead expert and adviser on strategies for improving the quality of education and levels of educational attainment of pupils with additional needs. |
| 2 | Act as the Local Authority's representative providing a strategic input in the appointment of Head Teachers to Maintained Special Schools, acting as representative of the DCS, promoting highly effective models of leadership. |
| 3 | Lead on the strategic engagement with both mainstream and special schools and establish positive relationships to be able to effectively challenge and support special schools and other learning settings on delivery against outcomes for children, young people and their families. Identify opportunities for improvement, promoting and brokering school to school support or formal intervention where necessary. |
| 4 | Be an effective professional voice for Lincolnshire County Council, forging strong working partnerships and relationships with a range of partner organisations and key agencies (including schools, County Council services, universities, trusts, business/sponsors and the voluntary sector) to influence, shape and extend thinking about service provision and specialist education strategy. |
| 5 | Build on the collaborative approaches between Lincolnshire County Council and Head Teachers, Governing Bodies and school staff to promote school improvement, particularly relating to leadership and management, attainment and progress, quality of provision and access and inclusion and to ensure that required outcomes are realised. This will include input to and delivery at regular leadership and SENCO briefings. |
| 6 | Be the strategic lead for work across the Council to ensure that mainstream schools are able to make the most of the opportunities for joint working with services to support children and young people with SEND that do not have Education, Health and Care Plans. |
| 7 | Be the strategic lead for work across the Council to ensure that specialist education providers are able to make the most of opportunities for joint working and integration of services to families. |
| 8 | Liaise with the teams across the county and lead on specific cross-county initiatives and priorities as agreed with the Children's Services Manager for SEND. |
| 9 | Communicate and engage in a highly effective way with all peers, members, schools, partners and stakeholders. |
| 10 | Produce timely briefings and reports to a range of stakeholders including the Children's Services Manager for SEND, Chief Officer for Learning and Directorate Management Team. |

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| 11 | Effectively implement national legislation, policies and guidance and Council policies. |
| 12 | Represent the Council at appropriate Regional and National Groups where added value for Lincolnshire County Council can be gained by sharing and working collaboratively with others. |
| 13 | Support the Service Manager in the delivery of the council's statutory duties and the strategic priorities of the service. |
| 14 | Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post. |
| 15 | There is a requirement to travel; a flexible approach to working within the designated hours is required. This role will have some decision making, and will be required to make judgements linked to service delivery and special school performance drawing upon extensive experience as a school leader. |

PERSON SPECIFICATION

| Requirements | Where identified* | Essential | Desirable |
|---|-------------------|-----------|-----------|
| Degree in a related area | A | * | |
| Qualified Teacher Status | A | * | |
| Knowledge of the SEND Code of practice | P/I | * | |
| Knowledge of the statutory processes associated with SEND | P/I | * | |
| Evidence of recent and relevant professional development related to the role and other wider areas including specialist education | A/I | * | |
| Knowledge of current School improvement strategies and associated educational initiatives | A/I | * | |
| Knowledge of collaborative approaches between schools | I | * | |
| Knowledge and expertise in specialist education | A/I | * | |
| Head teacher experience in a specialist setting | A | * | |
| Successful leadership of a wider team | A/I | * | |
| Effective change management | A/I | * | |
| Minimum of 3 years successful teaching experience within a school | A | * | |
| Demonstrable contribution to whole school improvement | A/I | * | |

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| Experience of using data analysis to accurately identify priorities for rapid action and sustained improvement | A/I | * | |
| Ability to gather and analyse pertinent school performance data | A/I | * | |
| Ability to form judgements on educational performance of schools based on objective evidence | I/P | * | |
| Flexible approach that allows for different circumstances and contexts | I/P | * | |
| Has inspirational, yet realistic expectations, providing challenge that stretches professional practice | A/I | * | |
| Excellent interpersonal skills | A/I/P | * | |
| Ability to use own initiative, prioritise work and work to deadlines | A/I | * | |
| Ability to write clear and concise reports indicating the next stages of development needed | I | * | |
| Ability to give accurate feedback, both oral and written | I/P | * | |
| Ability to work as part of a team | A/I | * | |
| Awareness of the importance of confidentiality | A/I | * | |
| Excellent ICT skills | A | * | |
| Ofsted inspector accreditation | A | | * |
| Experience of engaging in school to school support | A/I | | * |

*A = Application form T = Test/Assessment I = Interview P = Presentation

GENERAL

The postholder is required to take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies for both internal and external customers, including the promotion and use of self-service to achieve maximum cost effectiveness.

The postholder is expected to work to the [Lincolnshire County Council Core Values and Behaviours](#) and to carry out the duties in accordance with Lincolnshire County Council policies.

Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

Safeguarding -. All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Lincolnshire County Council Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.

