

**Vacancy:** Inclusion Manager

**Start date:** May 2025

**Contract details:** Permanent, Full Time – 32.5 hours per week

39 weeks per year

Grade 7, SCP 18-23

Annual FTE Salary: £30,559 - £33,366

Actual Salary: £26,614 - £29,059

## About Us

We are a Multi Academy Trust comprising of six secondary schools and one primary school with over 750 employees and over 5,500 students, based in Dudley, West Midlands.

Elloes Hall Sports College is a thriving, inclusive school with a strong commitment to supporting all students in achieving their full potential.

We are seeking an Inclusion Manager to develop, co-ordinate, deliver and quality assure a programme of SEMH provision for targeted groups of vulnerable students.

The successful candidate will have previous experience in a mainstream/specialist setting and an awareness of current national strategies. They will have proven track record of working with a range of SEND students, a proven record of behaviour management and experience of successfully working with secondary school children with SEMH needs.

For an informal discussion about either the school, the post, or to organise a visit, please contact Miss C Flavell, via email [cflavell@invictus.education](mailto:cflavell@invictus.education)

**Closing date:** Monday, 31<sup>st</sup> March 2025 at 9am

We do reserve the right to close this advertisement early if we receive a high volume of suitable applications.

**Interviews date:** w/c 31<sup>st</sup> March 2025

In line with Keeping Children Safe in Education 2024, as a part of our recruitment process, we will carry out an online search on shortlisted candidates to identify any comment, image or other content that could cause reputational damage to the trust and/or give rise to a safeguarding concern. If we discover anything during our searches this will be passed onto the recruitment manager and discussed during interview.



### Mission

'Excellence every day,  
unlimited ambition and  
transforming lives'



### Vision

'To create a community of inclusive schools where  
people choose to learn with us, work with us  
and belong with us, so that everyone succeeds'



### Values

- Respect
- Resilience
- Relationships

We are deeply committed to safeguarding and promoting the welfare of Children and expect all Staff and Volunteers to share this commitment. All necessary Safeguarding checks will be undertaken which must have satisfactory outcomes, otherwise the conditional job offer may be withdrawn. Details of the checks that will be undertaken can be found at: Keeping Children Safe in Education, 2024 – [KCSIE 2024](#)

This role has been assessed as working in regulated activity and is subject to an Enhanced DBS plus Children's Barred List Check.

**It is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children.**

This post is exempt from the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020). This means that certain convictions and cautions are considered 'protected' and do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website:

<https://www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974>.

Positions at the school are exempt under the Rehabilitation of Offenders Act 1974 and as such appointment to a post will be conditional upon the receipt of a satisfactory response to a check of police records via the Disclosure and Barring Service (DBS). DBS Filtering guidance can be found on the GOV.UK website.

<https://www.gov.uk/government/publications/dbs-filtering-guidance/dbs-filtering-guide>

As a Trust we are committed to ensuring that throughout our recruitment and selection process, no applicant will be disadvantaged or discriminated against because of the protected characteristics under the Equality Act 2010.



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