

St Mary's C of E (Aided) Primary School

Link Lane

Pulborough

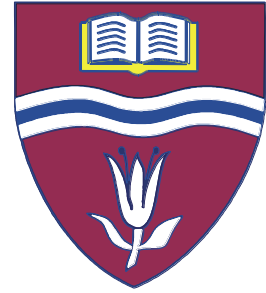
West Sussex

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A Christ-centred school with a child-centred curriculum

INCLUSION LEAD (SENDCo) – SEPTEMBER 2026 START or BEFORE

Salary: TMS - UPS3 + SEN1 Allowance (pro rata)

Contract: Permanent, 0.6 (3 days)

Responsible to: Headteacher

Role Overview

We are seeking an experienced and passionate Inclusion Lead (SENDCo) to join our school leadership team from September 2026 or before. This senior role will lead the strategic development and operational management of SEND provision, ensuring that all children with additional needs receive high-quality support to thrive. As a key member of the school leadership team, you will contribute to the overall direction and ethos of the school from an inclusion perspective, helping to shape whole-school policies and practises. You may also take on additional leadership responsibilities as required in line with the evolving needs of the school.

Key Responsibilities

- Lead and develop inclusive practice across the school, ensuring compliance with the SEND Code of Practice, Equality Act 2010 and safeguarding requirements.
- Maintain and oversee the SEND register and provision mapping.
- Coordinate identification, assessment and intervention for pupils with SEND, including those with EHCPs.
- Line manage groups of support staff and the SEND Admin Assistant responsible for SEND administrative support.
- Provide professional guidance, training and quality assurance to staff to promote effective interventions and quality first teaching.
- Lead EHCP Annual Reviews and liaise with the Local Authority and external agencies.
- Collaborate closely with the Senior Leadership Team to influence school improvement planning and ensure inclusion is embedded in all aspects of school life.
- Act as a Deputy Designated Safeguarding Lead (DSL), supporting safeguarding and child protection across the school.
- Uphold the school's commitment to equality, diversity and inclusion.
- Be the Designated Mental Health Lead

What We Offer

- A supportive and inclusive school environment that values professional development and wellbeing.
- Opportunities for leadership growth and collaborative working within a dedicated leadership team.
- A culture that fosters innovation, high expectations and community engagement.

The Ideal Candidate Will

- Hold Qualified Teacher Status (QTS) and have completed or be willing to complete the National Award for SEN Coordination within 3 years.
- Demonstrate strong knowledge of SEND legislation, the SEND Code of Practice and inclusive best practises.
- Have experience leading SEND provision and managing teams of support staff.
- Show excellent leadership, communication and organisational skills.
- Be committed to safeguarding and promoting the welfare of children.

Safeguarding Statement

Our school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. This post is subject to an Enhanced DBS with Children's Barred List check.

Application Information

- Closing Date: Friday 5th June 2026 – 12pm
- Interviews: Thursday 11th June 2026

Visits to the school are warmly encouraged. Please contact sbm@stmarysprimarypulborough.co.uk