

The King's Federation

Assistant Headteacher (SEND and Inclusion)

Grade: Leadership Scale, points L6 - 10

Contract Type: Permanent

Basis: 5 days per week (Full time)

Start date: 13th April 2026

Closing Date: 12th February 2026

Interview Date: 25th February 2026

We are seeking to appoint a committed and effective Assistant Headteacher (SEND & Inclusion) to join our strong and supportive leadership team.

This role will play a key part in ensuring our provision for pupils with SEND and those with additional needs is well coordinated, inclusive and centred around high expectations.

The successful candidate will:

- Lead and coordinate high-quality SEND provision and ensure statutory processes are managed effectively and pupils receive personalised support.
- Support the day-to-day coordination of our new Specialist Resource Provision (Communication & Interaction), helping staff provide an inclusive and nurturing learning environment.
- Coordinate and monitor effective support for our looked after pupils, ensuring improved outcomes.
- Provide guidance, coaching and practical support to staff to develop inclusive practices across the federation.
- Contribute to the work of the senior leadership team with a focus on SEND, inclusion and removing barriers to learning.

Are you:

- Passionate about inclusive education and committed to improving life chances for all pupils?
- A skilled practitioner with experience of supporting pupils with a range of additional needs?
- Organised, reflective and able to use information to inform decisions and improve practice?
- An excellent communicator with the ability to build strong partnerships with families and external agencies?

We can offer:

- A positive, caring and collaborative working environment where staff wellbeing is valued.
- A supportive and forward-thinking leadership team with a clear vision for continued school improvement.
- Enthusiastic and engaged pupils who embody our school values and love learning.
- High-quality professional development opportunities to support your leadership journey

The position will be to work across The King's Federation.

Visits to both of our schools are welcomed on either Monday 9th February at 9.30.a.m. or Tuesday 10th February at 2.00.p.m.

If you wish to apply, please speak to Mrs J Adams at King's Hill (postbox@kings-hill.walsall.sch.uk) or Ms S Basu at Salisbury Primary (postbox@salisbury.walsall.sch.uk) for further details.

Our schools are committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment. This job involves working with children and is therefore subject to an enhanced criminal records check from the Disclosure and Barring Service which will require you to disclose details of all unspent and unfiltered spent reprimands, formal warnings, cautions and convictions in your application. It is an offence to apply for any role within The King's Federation if you are barred from engaging in regulated activity with children.

JOB DESCRIPTION – Assistant Headteacher SEND and Inclusion

KEY PURPOSE

The Assistant Headteacher (SEND and Inclusion) at The King's Federation will coordinate SEND and inclusion across the schools.

The postholder will ensure high-quality, timely support for pupils with additional needs while contributing to wider school improvement through the Senior Leadership Team (SLT).

Final strategic decision-making will remain with the Executive Headteacher and senior leaders.

The postholder will promote an inclusive and aspirational culture that reflects our ethos and aligns with our vision and values, supporting children who often enter with low starting points and complex family needs.

The postholder will support with developing our 16-place specialist resource provision (SRP) which opened recently, at Salisbury Primary School.

ACCOUNTABILITIES

The appointee will be line managed by the Executive Head Teacher.

STRATEGIC LEADERSHIP AND MANAGEMENT

- Coordinate the implementation and monitoring of SEND and inclusion across both schools.
- Support senior leaders with the development of strategic plans relating to SEND and inclusion.
- Contribute to SLT discussions, offering specialist insight
- Support the operational management of the SRP, including supporting staff and ensuring routines and provision run effectively.
- Support the Executive Headteacher to review and monitor the deployment of SEND funding.
- Provide professional guidance to staff to embed inclusive practice.
- Promote the school's vision and values within day-to-day leadership responsibilities.

PROVISION AND INTERVENTION

- Oversee identification, assessment and provision of SEND pupils.
- Maintain efficient provision mapping to monitor interventions and outcomes.
- Support the design and delivery of targeted interventions, ensuring they align with school priorities.
- Provide coaching and guidance to staff on inclusive strategies.
- Coordinate person-centred planning with families and external agencies.

CLASSROOM TEACHING

- Be prepared to undertake some classroom teaching duties when required
- Maintain strong teaching practice alongside leadership responsibilities, modelling effective inclusive teaching strategies and supporting colleagues in class.

COLLABORATION AND PARTNERTSHIP

- Work closely with the other leaders and inclusion staff to address barriers to learning related to home, social circumstances, and disadvantage, including parenting, housing, and financial challenges.
- Strengthen partnerships with external agencies, the local authority, and specialist services to secure timely and effective support for pupils
- Promote parental engagement and family involvement in SEND, inclusion, and pupil premium initiatives, developing strategies to improve communication and participation despite historically low engagement levels.
- Collaborate with SEND leaders in local networks and share best practice, to continually enhance provision and outcomes for our pupils.

LEADERSHIP OF SPECIALIST RESOURCE PROVISION (SRP)

- Support the planning, staffing, and day-to-day management of the SRP, ensuring it meets the needs of pupils with complex SEND in line with statutory requirements and best practice.
- Ensure smooth transitions for SRP pupils into and out of the provision, including liaison with feeder settings, external agencies and secondary schools.
- Monitor and report on the progress and well-being of SRP pupils, adapting provision as needed to maximise outcomes.

MONITORING EVALUATION AND REPORTING

- Analyse data related to SEND and attendance, behaviour, achievement, and well-being to support senior leaders in decision-making
- Monitor the impact of interventions and report key findings to the Executive Headteacher.
- Contribute to annual reviews of Education, Health and Care Plans (EHCPs) and update provision targets accordingly.
- Contribute to reports to senior leaders and governors on SEND, inclusion, and pupil premium effectiveness, including progress toward strategic goals and statutory compliance.

SKILLS AND COMPETENCIES

- Strong knowledge and understanding of the SEND Code of Practice, statutory frameworks, pupil premium funding guidance, and current best practice in SEND & inclusion
- Proven classroom experience supporting pupils with SEND.
- Ability to lead and inspire staff to adopt inclusive, strengths-based approaches that raise aspirations and outcomes for all pupils
- Excellent communication and interpersonal skills to engage effectively with pupils, families, staff, governors, and external partners
- Ability to use data to inform practice
- Ability to manage competing priorities and work collaboratively across a both school environments.
- Strong communication and organization skills
- Commitment to safeguarding, child protection, and promoting pupil well-being