Inclusion Lead & SENDCo

Orrell Lamberhead Green Academy

Recruitment Pack

CONTENTS

Letter from Headteacher
About us
Job Description
Person Specification
How to Apply
Application Form

Welcome

Dear Applicant,

Thank you for your interest in the Inclusion Lead and SENDCo vacancy at Orrell Lamberhead Green Primary Academy.

We are seeking to appoint a dedicated and enthusiastic individual who is ambitious and has an excellent work ethic to join our team as soon as possible.

To help you decide if the job would suit you, please find enclosed some details, which we hope will give you a flavour of what Orrell Lamberhead Green Primary Academy and the Rowan Learning Trust are about.

If your values and ambitions mirror ours and you believe you can deliver that vision, then we would be delighted to receive an application from you.

We are committed to safeguarding all members of our community; therefore, all posts are subject to enhanced disclosure procedures and pre-employment checks.

Yours faithfully,

Mrs C Larkin
Headteacher
Orrell Lamberhead Green Primary Academy

Lamberhead Green Primary Academy

At Orrell Lamberhead Green Primary Academy, we are proud to be a caring, inclusive and thriving two-form entry school at the heart of our local community. Every child who walks through our doors is welcomed, valued and supported to become the very best version of themselves. Our purpose is clear: to help every child achieve their BEST academically, socially and personally.

We believe children flourish when they feel safe, nurtured and understood. Through strong, trusting relationships with families, we create an environment where wellbeing is prioritised, personal development is celebrated and every child feels confident to explore and grow.

Our Values: Care, Nurture and Growth

Care is the foundation of our school. We nurture each child as an individual, supporting their emotional wellbeing and helping them develop the confidence and resilience they need to navigate challenges and embrace new opportunities.

We encourage curiosity: inviting children to ask questions, explore ideas and discover the world with excitement. We help them grow not only as learners, but as kind, thoughtful and responsible members of our community.

A Safe and Inclusive Community

Orrell Lamberhead Green is a place where every child feels safe, included and respected. We celebrate diversity and ensure that all children, whatever their background or needs, feel a strong sense of belonging.

Our school is deeply connected to its local community. By working closely with parents, carers and families, we build strong relationships that enrich learning and strengthen the support around every child.

Learning That Inspires and Delights

- High Standards for Every Child We believe all children should achieve excellent standards across the curriculum. Focused teaching—whether in classes, small groups or individually—helps every pupil make strong progress
- Meeting Individual Needs We know our children well. With high expectations and personalised support, we encourage and enable every child to reach their potential.
- Learning Through Fun Joy is at the heart of our approach. Through creative lessons, outdoor adventures, hands-on experiences and exciting enrichment opportunities, we make learning memorable, meaningful and fun.
-

A Place Where Children Flourish

Our school is a warm, supportive environment where children feel confident to be themselves. They develop resilience, curiosity and independence. They build strong relationships with peers and adults. They learn to take pride in their achievements and feel excited about their future.

We nurture the whole child mind, body and character ensuring they leave us not only with strong academic foundations, but with the wellbeing, confidence and personal skills they need to thrive.

The Rowan Learning Trust

The Rowan Learning Trust (RLT) was established as a Multi-Academy Trust in 2012 to maximise potential of all children, students and adults in our schools.

We are an education charity. Our schools are working in collaboration, as one entity, to improve and maintain high educational standards across the group. We have a single legal and moral purpose: to advance education for the public benefit.

Currently the RLT family comprises twelve schools: three high schools, an all-through alternative provision academy and eight primary schools. Together we share a set of common values:

- Respect
- Kindness
- Integrity

Our strategic aim is to provide a world class education by:

- Attracting, developing and retaining people
- Embodying the values of the Trust
- Expanding our reach
- Optimising resources

The Trust in Numbers:

- 4250+ students
- 12 schools
- 14 sites
- 800+ employees
- 5 local authorities
- £40,000,000+ annual budget
- 80+ governors

The Rowan Learning Trust

Maximising Potential



Job Description

Inclusion Lead & SENDCo	
Location:	Orrell Lamberhead Green Primary Academy, Kershaw Street, Wigan, WN5 0AW
Salary:	Leadership Pay Scale (L5 – L7)
Working pattern:	Full time, as specified in the STPCD

Championing Inclusion, Belonging, Oracy and Achievement

At Lamberhead Green Primary Academy, we believe that every child deserves to belong, to be heard and to thrive. We are seeking an exceptional and passionate Inclusion Lead and SENDCo to join our leadership team and play a pivotal role in shaping a truly inclusive school community where every child can succeed.

This is a non-class-based leadership position that combines the strategic leadership of inclusion with the statutory responsibilities of the SENDCo role. The successful candidate will lead our vision for inclusive practice, ensuring that all children, particularly those with SEND, vulnerabilities or barriers to learning, receive the support, opportunities and advocacy they need to flourish academically, socially and emotionally.

The Role

As Inclusion Lead and SENDCo, you will be a key champion for children and families, working collaboratively with staff, external agencies and the wider community to create a culture where every child is valued and every voice matters.

Guided by the principles of the Inclusion Strategy, you will promote a strengths-based approach that focuses on belonging, participation, achievement and wellbeing.

A central aspect of this role will be the development of oracy and pupil voice, ensuring that all children have opportunities to communicate confidently, express their views, advocate for themselves and actively engage in their learning and wider school life.

Key Responsibilities

- Provide strategic leadership for inclusion across the school.
- Fulfil the statutory responsibilities of the SENDCo role.
- Lead and empower teachers and support staff to provide high-quality, inclusive first teaching, building staff expertise through coaching, professional development and collaborative practice so that every classroom meets the needs of all learners.
- Ensure high-quality provision and effective support for pupils with SEND, SEMH needs and other vulnerabilities.
- Champion pupil voice and develop oracy-rich approaches that enable children to engage, contribute and succeed.
- Promote a culture of belonging where all children feel welcomed, represented and valued.
- Be a part of the attendance team
- Support staff to deliver wellbeing and early intervention strategies
- Work closely with families and external agencies to secure the best outcomes for children.
- Work closely with families to build strong, trusting partnerships that support positive outcomes.
- Coordinate effective multi-agency working with educational, health and social care professionals.
- Monitor the impact of provision through effective assessment, evaluation and review processes.
- Contribute to whole-school improvement planning and the continued development of an inclusive school culture.

We Are Looking For Someone Who:

- Is a qualified teacher with the National Award for SEN Coordination (or is willing to work towards it).
- Has successful experience of leading SEND and inclusion provision.
- Has a strong understanding of current SEND legislation, the SEND Code of Practice and inclusive educational practice.
- Demonstrates a commitment to the principles of belonging, participation and achievement for all learners.
- Understands the powerful role of oracy in learning, communication, self-advocacy and inclusion.
- Has experience of supporting children with a range of SEND, SEMH and additional needs.
- Builds positive, trusting and restorative relationships with children, families and colleagues.
- Is an effective leader who can inspire, coach and support others.
- Has excellent communication, organisational and collaborative skills.
- Is ambitious for every child and committed to securing the very best outcomes.
- Is confident teaching across school to support with PPA/ Leadership and development time.

We Can Offer:

- Enthusiastic, caring and engaging children who are proud of their school.
- A warm and supportive school community committed to inclusion and excellence.
- A dedicated and hardworking staff team.
- Supportive governors and leaders who place inclusion at the heart of school improvement.
- A strong, supportive Trust with a collaborative SEND network.
- High-quality professional development and opportunities for further leadership growth.
- The opportunity to shape and lead a whole-school vision for SEND, inclusion, wellbeing and oracy.
- A culture that values collaboration, innovation and continuous improvement.

Our Vision

At Lamberhead Green Primary Academy, we believe inclusion is not something we do; it is who we are. We are committed to creating a community where every child experiences a genuine sense of belonging, where strengths are recognised, differences are celebrated and every voice is heard. Through high-quality relationships, excellent teaching, strong family partnerships and a commitment to oracy, we empower all children to participate, contribute and achieve.

Visits to school are warmly welcomed and encouraged.

Lamberhead Green Primary Academy is committed to safeguarding and promoting the welfare of children and young people. All appointments are subject to enhanced DBS checks, satisfactory references and pre-employment safeguarding procedures.

Person Specification

	Essential	Desirable
Education and Qualifications		
Qualified to degree level or equivalent	X	
Qualified teacher status	X	
NPQSL or other appropriate leadership qualification		X
Evidence of commitment to continuing professional development	X	
Professional Experience and Knowledge		
Successful teaching and curriculum experience	X	
Experience of management at a senior level		X
Recent and relevant leadership experience	X	
Knowledge of primary principles (EYFS – KS2) and practice	X	
Successful experience of raising standards for all with measurable outcomes	X	
Experience of working in collaboration other educational bodies and the wider community to develop positive relationships		X
Understanding of quality in learning and teaching and how to achieve excellence	X	
Knowledge of key considerations in effective management and deployment of people and other resources	X	
In-depth knowledge and experience of Child Protection and Safeguarding procedures		X
Skills		
Ability to lead change	X	
Ability to communicate effectively orally and in writing to a range of audiences	X	
Ability to think creatively to an anticipate and solve problems	X	
Ability to formulate a vision and strategy for the school and secure commitment to it from others	X	
Ability to drive for improvements and challenging underperformance	X	
Ability to establish and sustain appropriate structures and systems and monitor them	X	
Ability to motivate, challenge and influence others to attain higher goals	X	
Ability to develop and empower individuals and teams	X	
Ability to use new and emerging technologies to support improvement	X	
Committed to the development and maintenance of good relationships with staff, parents, pupils, governors and the community	X	

Personal Attributes		
Innovative and solution focussed	X	
Positive, enthusiastic outlook, embracing risk and innovation	X	
Respectful and empathetic towards others	X	
Resilient, persistent and optimistic in when faced with difficulties and challenges	X	
Able to be consistently decisive and focused on solutions	X	
Commitment and dedication to social justice, equality and excellence	X	
Flexible, adaptable and creative	X	
Committed to CPD of self and others within the school	X	
Committed to a collaborative school vision of excellence and equity that sets high standards for all and welcomes and secures the support of others in achieving it	X	
Other		
Legally entitled to work in the UK.	X	
Enhanced Disclosure and Barring Service (DBS) Check	X	

How to Apply

Please submit an application form and a supporting statement of no more than two sides of A4 outlining why you are interested in the opportunity and how your application addresses the requirements for the role.

If you would like to visit the school prior to submitting your application, you will be able to do so on Wednesday 18th November 2 pm and Tuesday 24th November at 10am. Please contact the school office (recruitment@lamberheadgreen.org.uk) to arrange.

Applications should be addressed to Mrs Clare Larkin (Headteacher). These can be returned electronically to recruitment@lamberheadgreen.org.uk

Alternatively, send a hard copy to:

Orrell Lamberhead Green Academy
Kershaw Street
Wigan
WN5 0AW

Closing Date: Monday 7thth December 2026

Interview Date: Thursday 10th December 2026

Orrell Lamberhead Green Academy and The Rowan Learning Trust are committed to safeguarding, to promoting the welfare of our children and adhering to the Equality Act 2010 and expects all staff to share this commitment. The successful candidate will be required to undertake an enhanced Disclosure and Barring Service check. To comply with the Asylum and Immigration Act 1996, all prospective employees will be required to supply evidence of eligibility to work in the UK.

We will make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

All appointments are subject to satisfactory references, proof of qualifications and eligibility to work in the UK.

Orrell Lamberhead Green Academy is an equal opportunities employer.