

Job Title: Inclusion Practitioner - Secondary

Location: Central Maidstone Office, ME14 1HH, potential Thanet Office, CT9 4JX, with flexible working options and travel across Kent.

Hours: Part-time with flexible hours to meet the needs of families and schools.

Reports to: CEO.

Salary: Band 5A, dependent on experience.

Job Purpose

The Inclusion Practitioner will develop, coordinate, and deliver therapy and education-led intervention programs for children and young adults with Down's syndrome. The role will involve working with families, professionals, and schools to support inclusive learning, provide advice on SEND legislation (including EHCPs), and ensure successful educational outcomes. The practitioner will offer emotional and practical support to parents, helping them navigate the EHCP process, disability benefits, and ensuring inclusion in schools and colleges.

It is the nature of the post that tasks and responsibilities are, in many circumstances, unpredictable and varied. The post holder will therefore be expected to work in a flexible way.

Key Responsibilities

- **Intervention and Therapy Delivery**
Plan and run intervention and therapy sessions for children and young adults with Down's syndrome, focusing on equipping participants with the skills and experiences needed to develop life and social competencies, to prepare for semi-independent or independent living, to navigate the world of education and work, and for the young people to understand the norms of appropriate behaviour in both formal and informal contexts.
 - Plan, create and maintain resources for these sessions.
 - Track and report on progress, adjusting targets in collaboration with professionals like speech and language therapists.
- **Educational Settings and Professional Support**
Visit schools and colleges to support educational staff in creating inclusive learning environments.
 - Provide training and advice on appropriate learning strategies and inclusion techniques for students with Down's syndrome.
 - Liaise with schools and external professionals to ensure consistent support across educational settings.

- **Family and Community Support**

Provide direct support to families and young people, helping them make informed decisions regarding their education and welfare.

- Assist parents in navigating the EHCP process, preparing disability allowance and other forms, and understanding SEND law and rights.
- Offer person-centered advice and mediation between families, educational settings, work places and other agencies to ensure positive outcomes.
- Deliver workshops and resources for parents and professionals on relevant SEN issues, inclusion strategies, and available services.

- **Administrative and Case Management**

Maintain accurate records for case management and program evaluation.

- Report on service performance and progress for inspections.
- Collaborate with the wider team to ensure seamless support between families, schools, and external consultants.

- **Line Management**

Provide day-to-day supervision and guidance to Group Leaders, Support Workers and Volunteers involved in intervention delivery.

- Support the induction, training and professional development of team members, ensuring consistency and high standards of practice.
 - Conduct regular check-ins and contribute to performance reviews, identifying strengths and areas for development within the team.
 - Encourage reflective practice and continuous improvement, fostering collaborative and supportive working environments.
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General Duties

- Ensure compliance with safeguarding, confidentiality, and data protection policies.
 - Promote equal access to learning opportunities for all children and young people.
 - Participate in professional development activities and contribute to the continuous improvement of service delivery.
 - Represent the organisation positively in the community through networking and promotion of services.
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Person Specification

- **Essential**

- Qualified Teacher Status
- Experience working with children and young people with Down's syndrome or special educational needs.
- Knowledge of SEN legislation, including the Children and Families Act 2014, and the SEN Code of Practice.
- Strong communication skills with both children and adults.

- Ability to plan and lead therapy or intervention sessions and monitor progress effectively.
 - Experience in offering advice on EHCPs and related SEND support.
 - **Desirable**
 - Experience with augmentative communication systems (e.g., Makaton).
 - Ability to work collaboratively with multidisciplinary teams, including therapists and educators.
 - Additional training or experience in speech and language therapy or education.
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This role combines hands-on therapeutic support for children, educational intervention, and comprehensive guidance for families and schools, ensuring holistic and inclusive support for those with Down's syndrome.