



Coppice

Primary Partnership

Growing Together, Striving for Excellence.

Job Title:	Director of Inclusion and Education
Salary:	Leadership Scale L28–L31
Responsible to:	CEO
Location:	Trust-wide with regular school-based work
Contract:	Full-time, permanent

Purpose:

The Director of Inclusion and Education is the Trust's senior professional lead for inclusion and educational quality. The role exists to ensure that every child across the Trust receives an excellent, equitable education, with inclusion placed deliberately at the heart of strategy, decision-making and school improvement.

The postholder will provide strategic leadership for inclusion (SEND, disadvantaged pupils, vulnerable groups) alongside curriculum, teaching and learning, school improvement and professional development. Working closely with the CEO, Headteachers and Trustees, the Director of Inclusion and Education will ensure that Trust values, ambition and leadership behaviours are lived consistently across all schools.

This role combines moral purpose with disciplined system leadership: championing inclusion while holding leaders to account for standards, outcomes and the quality of provision for all pupils.

Key Duties and Responsibilities

1. Trust-wide Strategic Leadership

- Lead the development, implementation and evaluation of the Trust's Inclusion and Education Strategy, aligned to the Trust vision, values and strategic plan.
- Act as the Trust's senior education professional, providing authoritative advice to the CEO, Trustees and committees on educational performance, inclusion and risk.
- Work in close partnership with Headteachers to secure consistent expectations, shared accountability and a culture of continuous improvement.
- Ensure Trust leadership behaviours (accountable, authentic, courageous, inclusive and future-focused) are modelled and embedded in practice.
- Contribute to Trust-level planning, risk management and long-term capacity building.

2. Inclusion, SEND and Vulnerable Pupils

- Provide strategic leadership for inclusion across the Trust, ensuring that pupils with SEND, disadvantaged pupils (including Pupil Premium), EAL, children in care and other vulnerable groups achieve strong outcomes.
- Oversee the effectiveness of SEND provision across schools, ensuring high-quality identification, assessment and graduated response.
- Provide professional leadership, challenge and support to SENCOs and inclusion leads, including the facilitation of Trust-wide SENCO networks.
- Ensure statutory compliance with SEND, equality and inclusion duties, including accessibility planning.
- Monitor and evaluate the impact of inclusion strategies using qualitative and quantitative data.
- Support schools in preparing for and responding to Ofsted inspection with particular reference to SEND, behaviour, attendance, personal development and safeguarding.
- Build effective relationships with local authorities, health partners, Virtual Schools and external agencies.

3. School Improvement and Quality Assurance

- Lead and refine the Trust's school improvement model, ensuring proportionate support, challenge and intervention.
- Oversee Trust-wide quality assurance processes, including QARs and other activities.
- Use performance data intelligently to identify risk, target support and evaluate impact.
- Ensure all schools are inspection-ready at all times and supported effectively through inspection processes.
- Provide clear, evidence-informed reporting to the CEO, Trustees and Local Governing Bodies.

4. Curriculum, Teaching and Learning

- Provide strategic leadership for curriculum design, teaching and learning across the Trust.
- Ensure schools can deliver a coherent, ambitious and inclusive curriculum that meets statutory requirements and reflects the Trust's values.
- Promote evidence-informed pedagogy and effective assessment practices.
- Lead Trust-wide subject and professional networks to build consistency, expertise and capacity.
- Ensure teaching and curriculum design meet the needs of all learners, particularly those with additional needs.

5. Professional Development and Leadership Capacity

- Coach and mentor Headteachers, supporting them to deliver their school vision within the Trust framework.
- Lead the development of leadership capacity across the Trust, including middle and senior leaders.
- Design and oversee a coherent Trust-wide professional development offer aligned to strategic priorities.
- Identify and nurture future leaders, supporting succession planning and talent development.

6. Governance, Accountability and Partnership

- Provide high-quality reports and professional advice to Trustees, committees and Local Governing Bodies.
- Support governors and trustees in understanding educational performance, inclusion and risk.
- Represent the Trust in local, regional and national networks as appropriate.
- Ensure compliance with statutory duties relating to education, inclusion and safeguarding.

7. Safeguarding and Professional Responsibilities

- Uphold the highest standards of safeguarding and promote a strong safeguarding culture across the Trust.
- Maintain up-to-date knowledge of national policy, research and inspection frameworks.

8. Other

- Attend Trustee and committee meetings; preparing papers as required that report on relevant aspects of finance and operations.
- In addition, the post holder will undertake any other miscellaneous work, deemed suitable by the leadership of the trust.

We are committed to equality throughout our organisation. We are also committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment.

Post holder:

Signed:

Date: