



Gildredge
House

An Ofsted
GOOD
School



Information for Prospective Candidates

May 2026

- Position:** Inclusion Practitioner – Primary
Contract: Full-time, Permanent
Start date: 01 September 2026
Deadline: Please see the website for the closing date

An insight into the role

As a school, we are delighted that you are considering applying for the post of **Inclusion Practitioner**. We hope this pack is informative and useful, but if you require any additional information or have questions, please contact careers@gildredgehouse.org.uk Tel: 01323 400650.

CLOSING DATE: Monday 08 June 2026

START DATE: 01 September 2026

INTERVIEWS: Week beginning 15 June 2026

SALARY RANGE: £28,458 - £30,334 FTE. Actual salary £23,577 - £25,131 pro rata. Gildredge House Support Staff Pay Scale Grade 8 points 20-22 (2025-2026).

You will be paid for 43.2 weeks per year, comprising term time, one week of INSET, plus 26 days' paid holiday.

We welcome visits from prospective candidates and invite you to contact us. Prior experience of working with children or young people with special educational needs, including SEMH needs is essential.

- Do you want to be part of a school where your contribution is valued and celebrated?
- Do you want to have a positive impact on student progress and outcomes?
- Do you want to join a staff team that is diverse, collegiate and respected?

If you are an imaginative and dynamic practitioner - with a passion for supporting, engaging and enthusing all students and the belief that everyone can succeed - we want to hear from you.

Working in the Primary phase of this all through school enables you to have the opportunity to contribute to our students' long-term development, working closely with colleagues across key stages to ensure smooth transitions and continuous progress throughout our curriculum.

You will have the benefits of a designated Inclusion Base, Enhanced Provision space, together with a Sports Hall, Multi-Use Performance Space and landscaped outdoor areas, all of which make up an exceptional learning environment for our students.

At Gildredge House, each individual is known and valued. Students are inspired to discover their passions and realise their academic potential. You will join a strong team of inspirational teachers in an exciting environment where learning is fun and purposeful.

Gildredge House offers:

- continuity of education for students aged 4+
- an expectation of high academic standards and ready to learn behaviours
- excellent pastoral care
- a range of extra-curricular activities
- parent and community involvement
- a positive team ethos

As an employee of the school, you would benefit from:

- A two-week break in the Autumn Term, allowing for holidays to be taken out of peak season.
- A supportive induction programme for new staff to the school
- Investment in your career development through appropriate, regular CPD
- Support and mentoring by a strong Senior Leadership Team and other experienced leaders
- Access to a full employee assistance programme, in support of wellbeing
- TPS Pension Scheme
- Complimentary tea and coffee in our staffroom
- On-site parking

To contact us to arrange a visit, please email careers@gildredgehouse.org.uk or call 01323 400650 to speak to the HR Officer.

Gildredge House is committed to safeguarding and promoting the welfare of children. All offers of employment with the school are subject to pre-employment checks which will include References, Health, Right to Work in UK, a satisfactory Enhanced DBS with Children's Barred List check and a Declaration that you are not a disqualified person under the Childcare Act 2006.

Please note that under the UK GDPR, by replying to this advert, you are consenting to Gildredge House processing and retaining your personal information for the purposes of this application. You have the right to withdraw your consent and ask for your data to be deleted at any time, however it will then not be possible for Gildredge House to process your application any further. For further details please see the specific Privacy Policy for job applicants which can be found at <https://www.gildredgehouse.org.uk/our-school/data-protection/>

Job Description – Inclusion Practitioner

Job Title: Inclusion Practitioner

Grade: Gildredge House Support Staff Scale - Grade 8 Points 20-22

Reporting to: Assistant Headteacher (Inclusion/Pastoral) and SENDCo

Location: On-site Enhanced Provision

Job Purpose

The Inclusion Practitioner will have responsibility for the effective day-to-day running of the school's on-site Enhanced Provision. Working closely with the SENDCo and senior leaders, the postholder will contribute to the design, planning and delivery of a flexible and inclusive curriculum that meets the needs of pupils with a range of special educational needs and vulnerabilities.

The role includes leading the learning environment, delivering and monitoring targeted interventions, and supporting pupils across a range of ages and needs to engage positively with learning and development.

Key Responsibilities

Leadership of Enhanced Provision

- Lead the daily operation of the Enhanced Provision, ensuring a calm, purposeful and nurturing environment.

- Take responsibility for establishing clear routines, expectations and consistent approaches to support behaviour, regulation and engagement.
- Act as a key point of contact for staff working within the Enhanced Provision.

Learning Environment Design

- Lead on the design, organisation and ongoing development of the Enhanced Provision learning environment to meet the needs of pupils with diverse SEN.
- Ensure the environment supports regulation, engagement, independence and a sense of safety and belonging.
- Review and adapt the environment in response to student needs, behaviour patterns and feedback from staff and professionals.

Curriculum Planning and Input

- Work alongside the Primary AHT SENDCo to contribute to the design and adaptation of an appropriate curriculum for students accessing adapted curriculum provision.
- Support the development of curriculum pathways that promote re-engagement, skill development and progression.
- Deliver high-quality, differentiated learning experiences across a range of subjects, tailored to individual needs.
- Support and contribute to plans for reintegration into classroom provision where appropriate.

Intervention, Monitoring and Assessment

- Plan, deliver and monitor targeted interventions addressing academic, emotional, behavioural and social needs.
- Track and record student progress and engagement within the Enhanced Provision and through specific interventions.
- Contribute to reviewing the impact of provision and adapting approaches accordingly.

Collaboration and Professional Working

- Work closely with the SENDCo, class teachers, pastoral staff and external professionals to ensure joined-up support.
- Provide input and advice to colleagues on strategies, reasonable adjustments and inclusive practice.
- Contribute to meetings and reviews, including providing relevant information for assessments and plans.
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Safeguarding and Wellbeing

- Promote students' wellbeing, emotional regulation and positive behaviour using child-centred and trauma-informed approaches.
- Safeguard and promote the welfare of children at all times in line with statutory guidance and school policies.

Professional Responsibilities

- Maintain confidentiality and uphold the school's values and ethos.
- Engage in relevant training and professional development.
- Contribute to whole-school initiatives related to SEND and inclusion as appropriate.

Strategic Leadership and Development

- Work in close partnership with the Assistant Headteacher (Inclusion/Pastoral) and SENDCo to contribute to the strategic development of the school's inclusive and alternative provision.
- Support the evaluation of provision, using data, pupil voice and staff feedback to identify strengths, gaps and areas for development.
- Assist in the development and refinement of systems for identifying, assessing and supporting pupils who may benefit from enhanced support.
- Work collaboratively with senior leaders to ensure pathways between mainstream and enhanced provision are clear, purposeful and responsive to pupil need.
- Support the development of staff capacity by modelling best practice, contributing to training, and promoting inclusive approaches across the school.
- Engage in strategic planning around timetabling, staffing and resource allocation within the i Enhanced Provision to ensure effective and sustainable provision.

Person Specification

Essential Criteria

- Experience of working with children or young people with special educational needs.
- Experience of supporting students across a range of ages and needs, including SEMH.
- Strong understanding of inclusive practice and Enhanced Provision approaches.
- Ability to plan and deliver adapted learning activities and targeted interventions.
- Confident behaviour management with a focus on support and regulation.
- Strong communication skills and the ability to work effectively with students, staff and professionals.

Desirable Criteria

- HLTA or equivalent experience.
- Experience of working within an inclusion base, nurture provision or Enhanced Provision.
- Knowledge of SEND processes, provision mapping and the graduated response.
- Ability to think creatively and problem-solve to meet the needs of students with complex barriers to learning.
- Evidence of being a reflective practitioner who can adapt approaches in response to challenges.
- Knowledge of using and implementing school-based assessment programmes (e.g. Language Link, YARC, COLIN)

Person Specification - Inclusion Practitioner

Qualifications and Experience

Essential

- Experience of working with children or young people with special educational needs, including SEMH needs
- Experience of supporting students across a range of ages and needs, including those with complex barriers to learning
- Experience of planning and delivering adapted learning activities and targeted interventions
- Experience of tracking student progress and evaluating the impact of provision

- Experience of working effectively as part of a team, including collaboration with teachers, support staff and external professionals
- Experience of contributing to a nurturing, structured and purposeful learning environment

Desirable

- HLTA status or equivalent experience
- Experience of working within an Inclusion Base, Nurture Provision or Enhanced Provision
- Experience of using assessment tools (e.g. Language Link, YARC, COLIN)
- Experience of contributing to provision mapping and the graduated response
- Experience of supporting reintegration of students into mainstream classrooms

Knowledge, Skills and Abilities

Essential

- Strong understanding of inclusive practice and provision for students with SEND
- Ability to create and maintain a calm, structured and nurturing environment
- Ability to establish clear routines, expectations and behaviour approaches that support regulation and engagement
- Ability to design and deliver a flexible and adapted curriculum to meet diverse needs
- Ability to plan, deliver and monitor targeted interventions addressing academic, social, emotional and behavioural needs
- Ability to track, analyse and respond to student progress and engagement
- Ability to work collaboratively with the AHT SENDCo, senior leaders and wider staff team
- Strong oral and written communication skills, with the ability to engage effectively with students, staff and families
- Ability to contribute to whole-school inclusive practice and support colleagues in developing their approaches
- Good understanding of safeguarding and child protection procedures
- Ability to use initiative, think creatively and problem-solve in response to student needs

Personal Attributes

Essential

- A commitment to inclusion and ensuring all students can succeed
- A calm, patient and empathetic approach, with the ability to build strong relationships with students
- Resilience and perseverance when working with students with complex needs
- Flexibility and adaptability in responding to changing circumstances and student needs
- Ability to work as part of an effective and supportive team
- A reflective practitioner, committed to continuous improvement

- High levels of professionalism, integrity and confidentiality
- Strong commitment to the values and ethos of Gildredge House

If you are interested in the position, please download the Application Pack on our website:
<https://www.gildredgehouse.org.uk/home/contact-us/staff-vacancies/>

Please complete the Application Form and return to careers@gildredgehouse.org.uk by 9.00am on the closing date

We look forward to hearing from you.