**ROLE ADDENDUM**

This addendum should be reviewed in conjunction with the Generic Role Profile for the Assistant Director post as above

**Role Purpose**

To be the strategic leader and champion for children and young peoples’ inclusion, working closely with the Director of Children’s Services and the Directorate Management Team. A key element of the role will be to provide system leadership in the development of partnerships and services that enable the Council to deliver on its statutory responsibilities for SEND and the Suffolk SEND Partnership to deliver on their goal to support children and young people with Special Educational Needs and Disabilities (SEND) to meet their potential, and live healthy, fulfilling lives in their communities.

Your leadership will ensure children and young people with additional needs:

* will achieve improved outcomes
* will have timely access to good-quality services
* will, with their families feel more supported by education, health and social care services through proactive approaches to seeking feedback

**Accountabilities and responsibilities**

The key accountabilities of the role include:

* direct accountability for effective and high-quality delivery of all services relating to:
  + Education, Health and Care statutory assessments.
  + provision of specialist education and psychology and therapeutic services.
  + admissions to specialist education placements, including alternative provision
  + management of high needs funding and commissioning of specialist education placements and short breaks provision.
  + supporting children and young people who have been permanently excluded
* leading the development and delivery of the Suffolk SEND Strategy and the associated delivery programme as the senior responsible programme owner for the Local Authority, this includes the Suffolk SEND Transformation Programme
* championing co-production as a key principle throughout all aspects of the work of the Local Authority for children and young people with SEND and their families
* fostering the development of key strategic partnerships across education, health, care and service user organisations, locally and regionally, that enable the successful delivery of the SEND Programme and effective management of complex inter-organisational relationships
* ensuring that the Local Authority discharges its statutory responsibilities in relation to children and young people with SEND and those with additional needs
* the effective deployment of the high needs block funding within the dedicated schools grant to commission the full range of services and provisions needed to meet the needs of children and young people with additional needs
* acting as the key point of contact for oversight and improvement agencies regarding the Suffolk SEND system, including the Department for Education and Ofsted, acting at the Local Area Nominated Officer for inspection and review activity
* lead the programme to grow and improve the quality of specialist education provision within the local area, including the SEND Capital Strategy, the SEND Sufficiency Review and the change programme for Alternative Provision
* oversee the development of quality assurance systems and management information to ensure that managers have the tools they need to report on current performance, evaluate the impact of their services and identify plans for improvement
* championing inclusive practice across all education settings within Suffolk, through effective challenge and support to setting leaders and promoting evidenced based best practice
* increasing the revenue income to the Inclusion Service through appropriate trading of products and services, supporting the development of a commercial offer where appropriate and securing project funding to enhance the delivery of the existing offer

Your immediate responsibilities will be to:

* Establishing the new phase of programme delivery for the SEND Strategy
* Delivering the recently developed implementation plan for the development of alternative provision and the reduction of permanent exclusions
* Support the development of specialist education services to further embed the Suffolk graduated response
* Oversee the implementation of the current SEND capital programme and the development of further plans for additional places
* Oversee the implementation of the recovery plan

You will deliver within the role through your:

* Ability to lead the development and delivery of complex multiagency transformation programmes that demonstrate impact
* Ability to be creative and strategic in your approach, while balancing this with strong evidenced based decision making
* Confidence in understanding complex datasets and using data analysis to drive quality and service improvement
* Sound understanding of education and learning practice, credibility with education leaders, understanding of Ofsted inspection frameworks
* Demonstration of strong values and advocacy for children and young people with SEND or additional needs
* Strong commitment to high quality and performance and the knowledge and skills to lead effective quality improvement across a large and multi-disciplinary offer
* Highly developed skills as a manager and leader with diverse experience of managing large teams and complex budgets, and successful leadership of change
* Commercial understanding and business acumen
* Ability to build and lead complex and diverse partnerships to deliver improved outcomes
* Strong Communication and negotiation skills to overcome real and perceived barriers to change and provide confidence when leading people through change