



# Chapel Street Community Primary School

*Achieving excellence and making a difference for every child*

Chapel Street, Levenshulme, Manchester. M19 3GH

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0161 224 1269

Headteacher: Mrs Ella Hughes

## **Assistant Headteacher for Inclusion (L4-L8)**

Full-time and permanent

Following the promotion of our current Assistant Headteacher for Inclusion to a Deputy Headteacher in Specialist Provision, we are delighted to offer a vacancy to join our Senior Leadership Team from January 2026, or sooner if possible, as our Assistant Headteacher for Inclusion.

Applications are invited from experienced teachers who are successful leaders (at either a senior or middle leadership level) for this exciting role in our school. You must have a proven and demonstrable track record of raising pupil achievement and previous experience at a senior leadership level or substantial experience at a middle leadership level. You might be an experienced Assistant Headteacher and / or SENCO within a smaller primary school or an experienced phase lead / SENCO within a large primary school – either way, you are looking for the next step in your career, a new challenge and opportunity to widen the positive impact you have through excellent leadership and management.

Our other on-line documents are an application form, letter from the Headteacher about our school and job description with person specification. You can also find further information on our website, which includes our most recent Ofsted Report, from 2024: <https://www.chapelstreetprimary.co.uk/ofsted>

### **Our senior leadership team**

This is an exciting time to join our leadership team, which includes:

- Headteacher
- Deputy Headteacher
- School Business Manager
- Inclusion Assistant Headteacher
- EYFS Assistant Headteacher
- Y1 Assistant Headteacher
- Y2 – Y4 Assistant Headteacher
- UKS2 Assistant Headteacher

Our Senior Leaders work alongside a talented team of wider leaders in school including:

- TA & Library Manager
- Inclusion Manager (Assistant SENCO)
- Compliance & Project Manager
- Safeguarding & Welfare Manager
- Facilities Manager
- PE & Sport Premium lead
- Subject co-ordinators

Our Inclusion Assistant Headteacher will be joining a strong, committed and hard-working Senior Leadership Team. Whilst each member of SLT has specific responsibilities and lead areas we are flexible and able to transfer our leadership and management skills to different contexts and tasks. We work collaboratively to ensure distribution of leadership responsibilities is fair and best meets the needs of our children, staff and community. We are committed to positive work-life balance and wellbeing for all staff – including SLT. We also support and develop SLT through regular professional supervision, leadership coaching, 1:1s with the Deputy Headteacher and relevant training and CPD.

## **The Post**

The job description outlines in more detail the requirements for our Assistant Headteacher for Inclusion. We are looking for an experienced SENCO and hardworking leader, who is passionate about Inclusion for all, to join our senior leadership team and take responsibility and accountability for all areas of Inclusion within our school.

As our Inclusion Assistant Headteacher at Chapel Street Community Primary school, you will not usually have full-time class-teaching responsibilities for a mainstream class. However, you will have specific teaching responsibilities and accountability related to our SEND pupils and wider provision in school.

## **The successful candidate**

As with all our senior leadership posts we are primarily looking for the right person for our school and community. In addition, you will:

- Be an excellent classroom practitioner with high quality, inclusive teaching and learning;
- Hold relevant SENCO qualifications;
- Have strong SEND experience with a proven track record in leading inclusive provision;
- Demonstrate transferable leadership and management skills so you can be flexible and adapt to changing need.

Whilst it is essential that you are a strong and responsive teacher and inclusion specialist, only candidates who can also demonstrate excellent leadership and management will be considered for this post. Your role will require effective skills in leading and developing others across a large, diverse and vibrant school. A very clear educational philosophy and vision and the ability to articulate this is essential – as is a commitment to our relational approach and nurturing positive, quality relationships with all.

Excellent team-working and organisational skills are also essential, as is the ability to work independently and a strong commitment to wanting the very best for each child. You will need a strong understanding of the unique strengths and challenges facing **our** community and pupils – and we will look for this within your application. We want our Inclusion Assistant Headteacher to be passionate about working in **our** school with **our** unique children and staff.

Candidates will be expected to demonstrate an excellent understanding of the teaching and learning process, SEND requirements and how to engage, inspire, nurture and provide challenge for all pupils and staff.

## **Visits to school**

Potential candidates are warmly invited to visit our school for a tour, to see for yourself why Chapel Street is such a special place to work and learn.

Friday 19<sup>th</sup> September 4.30pm

Wednesday 24<sup>th</sup> September 4.00pm

Tuesday 30<sup>th</sup> September 9:00am

Wednesday 1<sup>st</sup> October 2:00pm

Monday 6<sup>th</sup> October 2:00pm

If you would like to book a place to visit please contact our office team on 0161 224 1269 or via email at [admin@chapelstreet.manchester.sch.uk](mailto:admin@chapelstreet.manchester.sch.uk).

## **About Your Application**

- Please read all the documentation before applying.
- Application cover letters or 'information in support of your application' will only be considered where they are a maximum of two sides of A4 in a minimum of size 11 font.
- Application Closing Date: 9:00am on Tuesday 7<sup>th</sup> October.
- Short-listing and invites to interview sent: Tuesday 7<sup>th</sup> October.
- Interview process: Tuesday 14<sup>th</sup> October.
- There will be a number of different elements to the interview process which will be in person, at school.
- Candidates who are successful in the first stage of the process will be invited to interview as the second stage of the process.
- Start date for job: 1<sup>st</sup> January 2026 or ASAP

If you are excited by this post and by the opportunity to work in a really special school, then we look forward to receiving your completed application.