



ASSISTANT HEAD OF TEACHING AND LEARNING – INCLUSION AND SEND

Explore the role, discover our vision, and learn what Tute has to offer. Your journey begins here!

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WELCOME

WE ARE DELIGHTED THAT YOU ARE CONSIDERING A CAREER AT TUTE!

Dear candidate

Thank you for your interest in this role and in joining the Tute team. I am extremely proud to lead a team of passionate people who really care about making a difference to the lives of children and young people. This principle is at the core of everything we do at Tute and needs to be the main driver for anyone joining our organisation. If this is you, please do read on!

Tute has undergone significant transformation in recent years, and we are committed more than ever to provide outstanding learning experiences for our students. The number not accessing mainstream education is rapidly increasing, as is the demand for our provision. Working in partnership with schools, LAs and non-mainstream settings, Tute will deliver more lessons to more students than ever this year and into the future; we are excited to welcome an enthusiastic and innovative leader into the teaching and learning SLT.

We want to ensure true inclusion for all students, including those with SEND. Tute's new assistant head (AH) is pivotal in driving the strategic development of an educational environment that champions inclusivity at its core. The AH will architect and refine a holistic framework that embodies our unwavering commitment to inclusivity and lead the establishment of a dedicated team and infrastructure to ensure a nurturing environment that fosters learning and growth for every individual.

The cultural fit is vital to us. We want a leader who values collaboration, transparency, and knowledge sharing, who can seamlessly transition between hands-on implementation and strategic thinking and bring a sense of fun and ease to our team.

This pack should give you a good idea of what we and the role are all about. If you like what you read and think you have the experience, energy, and strategic vision we need we'd be very pleased to hear from you! For further information, please contact Carol Skitt, Head of People, Culture, and Social Responsibility on 07787444178 or carol.skitt@tute.com

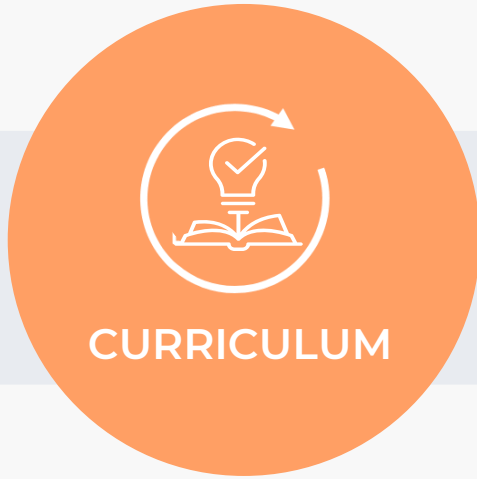
We look forward to hearing from you!

Rob Hughes
Head of Teaching and Learning



OUR VISION

DRIVING SUCCESS THROUGH SHARED ASPIRATIONS



Enable all students to **engage** and **achieve** in a high-quality, rich, and **inclusive** curriculum.



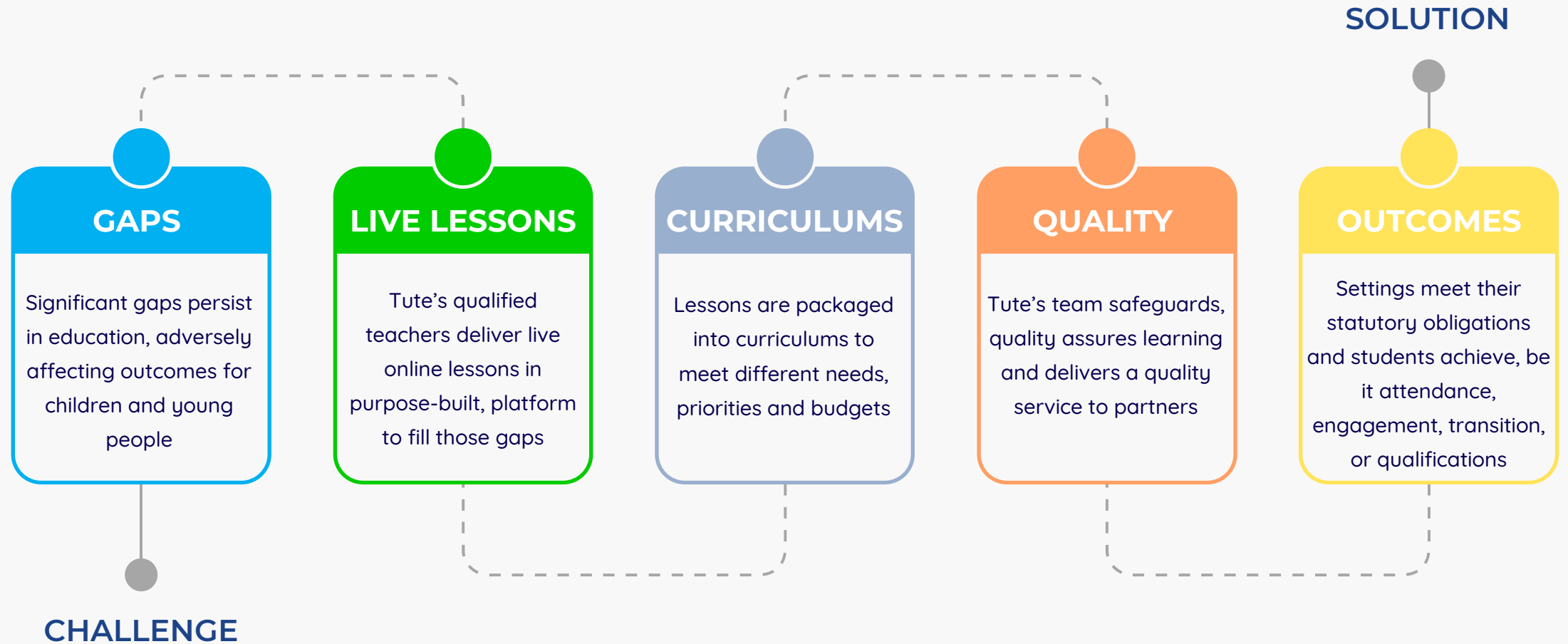
Become the first-choice online **teaching partner** to schools, LAs, and non-mainstream settings



Create a world where online learning enables **any child**, anywhere, to **achieve** their **potential**

WHAT WE DO

IT'S SIMPLE!



KPIs

WHERE WE ARE, WHERE WE NEED TO GET TO

2022 - 2023

+56%

140 52 employed

4,778

253 130 new

40,918

REVENUE

TEAM

STUDENTS

PARTNERS

LESSONS

+40%

178 70 employed

5,000

295 130 new

53,933

2023 - 2024

THE ROLE

JOB PURPOSE

Tute's assistant head of teaching and learning – inclusion and SEND (AH) is pivotal in driving the strategic development of an educational environment that champions inclusivity at its core. This role is dedicated to creating a comprehensive framework that ensures all students, including those with special educational needs and disabilities (SEND), are fully supported to achieve their potential. By integrating innovative educational practices and fostering a culture of high-quality, inclusive education, this leader will inspire staff and students to embody Tute's core values, ensuring that every student thrives, and that Tute offers a valuable educational provision for partners seeking exceptional learning outcomes for students with limited access to high-quality education.

In taking forward the foundational ethos already established, the AH's mission will be to architect and refine a holistic framework that embodies our unwavering commitment to inclusivity. This role will spearhead the development of comprehensive policies, procedures, and processes that ensure an educational environment both welcoming and accessible to every student, seamlessly integrating specialised support for SEND within our broader inclusion strategy. It extends to creating and delivering extensive training and monitoring programmes, maintaining a pulse on legislative developments, and embedding inclusive practices deeply into our curriculum and pedagogy, creating a universal design for learning.

As Tute navigates the increasing complexities of its students' needs, the AH plays a pivotal role in addressing these challenges, particularly as the number of student with SEND, SEMH especially, rises. With Tute often serving as the primary educational resource, the importance of sustained engagement is paramount. The AH will lead the establishment of a dedicated team and infrastructure, aiming to provide comprehensive pastoral support that meets the varied behavioural, emotional, psychological, and social needs of our students, ensuring a nurturing environment that fosters learning and growth for every individual.

THE ROLE

JOB PURPOSE

Working within our passionate, supportive, and collaborative T&L SLT, the AH will identify and achieve key objectives in Tute's business development plan (BDP). Monitoring and assessing the effectiveness of practice will be a crucial focus, utilising quantitative and qualitative data to identify areas for development and enact purposeful change and improvement. As our cohort and the education landscape evolves, the AH will be able to advise others on how best to respond. Although not directly responsible for identifying student SEND needs, the AH will liaise with partners and external agencies to fully support them and their students.

Communication will be a cornerstone of this role: preparing comprehensive reports and providing regular updates to Tute's management team on BDP objectives and initiatives. Cultivating strong relationships with colleagues and engaging stakeholders to ensure a supportive network for students will be essential aspects of the role. It needs to be palpable that our approach prioritises every student.

Joining Tute as AH responsible for inclusion and SEND offers more than just an impactful role; you're stepping into an environment where passion, fun, and inspiration fuse to create extraordinary outcomes. We're a team that values collaboration over blame, nurtures innovation, and genuinely cares about making a difference. Yes, the challenges are real, and the stakes are high, but it's all in the pursuit of something remarkable. We promise not just a job, but a journey filled with support, growth, and the joy of contributing to something truly meaningful. If you want to join good people doing great things, please do apply.



THE ROLE

KEY RESPONSIBILITIES

Strategic leadership and vision

Develop and drive forward-looking strategies that align with Tute's business development plan, focusing on an inclusive curriculum that champions SEND and broader educational excellence

Champion initiatives that cultivate an inclusive learning atmosphere, ensuring all students, particularly those with SEND, have equal opportunities to succeed

Promote a culture that values diversity and equity, making inclusivity a hallmark of our educational approach

Policy innovation and compliance

Stay at the forefront of SEND legislation and educational best practices, ensuring Tute not only complies but leads in statutory obligations

Innovate and update policies on inclusion and SEND, integrating pastoral care to support the holistic well-being of students

Embed feedback loops and industry insights into policy development, enhancing the support framework for every student

Inspirational team leadership

Mentor and empower the team, promoting excellence in inclusive teaching practices and diverse student support strategies

Lead the collaborative design of individual education plans (IEPs), ensuring personalised support for students

Foster a team environment that values collaboration, inclusion, and continuous learning

THE ROLE

KEY RESPONSIBILITIES

Collaborative partnerships for student support

Strengthen communication and collaboration with educational bodies and local authorities to enhance inclusion and SEND support

Build and maintain strategic partnerships with external agencies, enriching Tute's support ecosystem for students

Coordinate with healthcare professionals to provide integrated and comprehensive support for students

Continuous monitoring and advocacy

Implement and refine monitoring systems to track the effectiveness of SEND provisions, using data to guide enhancements

Evaluate the impact of educational practices and pastoral care, advocating for continuous improvement and student rights

Champion the needs of SEND students, ensuring adherence to and advocacy for legal and educational standards

Empowering through professional development

Conduct targeted training sessions that equip staff with cutting-edge inclusion strategies and knowledge in SEND education

Facilitate ongoing professional development opportunities, focusing on inclusivity, diverse learning needs, and pastoral care

Develop a culture of continuous learning, ensuring staff are skilled in both academic and pastoral support






THE ROLE

ESSENTIAL PERSON CRITERIA

- ✓ Qualified teacher status
- ✓ Experience of SENCO responsibilities
- ✓ At least five years teaching experience
- ✓ At least 3 years leadership experience
- ✓ Experience in driving strategic development initiatives within an educational setting
- ✓ Experience in creating comprehensive frameworks that ensure all students are fully supported to achieve their potential
- ✓ Experience in developing and refining policies related to inclusion and SEND, incorporating pastoral care
- ✓ Ability to respond positively to pressure, whilst maintaining accessibility and consistency
- ✓ Proficiency in implementing monitoring systems to track the effectiveness of initiatives, using data to inform improvement efforts
- ✓ Experience with pastoral support frameworks that address the behavioural, emotional, psychological, and social needs of students
- ✓ Proven ability to cultivate strong relationships with parents/guardians of students and engage stakeholders to ensure a supportive network for students
- ✓ Ability to inspire and motivate staff to embrace inclusive practices and champion the needs of all students
- ✓ Strong skills to deliver impactful training sessions that equip staff with skills in inclusion and SEND education teaching methods
- ✓ In-depth knowledge of SEND legislation, policies, and best practices, with a track record of ensuring compliance
- ✓ Experience of using Microsoft Teams as a communication and collaboration tool (or a willingness to learn quickly!)
- ✓ Motivated to make a difference to the lives of children and young people

THE ROLE

DESIRABLE PERSON CRITERIA

-  NASENCo/SENDco NPQ qualification
-  Proficiency in using Microsoft tools such as Excel, Word, Power BI, Power Automate, and Dynamics
-  Experience of being the named Designated Teacher
-  Experience of DSL or DDSL responsibilities
-  Proficient in reading, writing, and speaking Welsh

OUR OFFER

A REAL OPPORTUNITY

We provide a friendly, stimulating environment in which our team is encouraged to grow and thrive. We work collaboratively, get stuck in, and value everyone's input. We operate a hybrid working model where staff work from the Wrexham office 5 days a month, 1 day when we're all together. We will not insist on this pattern for the right candidate who does not live close by.

Wellbeing matters to us - it is key to a productive team and we understand the importance of a work-life balance. We always go above and beyond for our loyal employees and we promise to look after you.

Tute is committed to safeguarding and promoting the welfare of children and young people and expects all staff and contractors to share this commitment. We adhere to the statutory safer recruitment procedures issued by the DfE.

Working with Tute is exempt from the Rehabilitation of Offenders Act 1974 and therefore subject to possession of an enhanced certificate of disclosure issued by the Disclosure and Barring Service (DBS) and barred list check.

Tute promotes policies of equal opportunity for both staff and students. We want all our team to feel confident in bringing their passion, creativity, and individuality to work. We believe that diversity drives innovation and value all cultures, backgrounds, and experiences. Be yourself, enjoy your working day, and make a difference!

£48,636 - £57,992

35 hours per week

08:30-16:30

Permanent, full time

30 days' holiday, plus 8 bank holidays

Flexible working

Hybrid working - 5 office days a month

Laptop and other required equipment

Continued professional development

Employee assistance programme

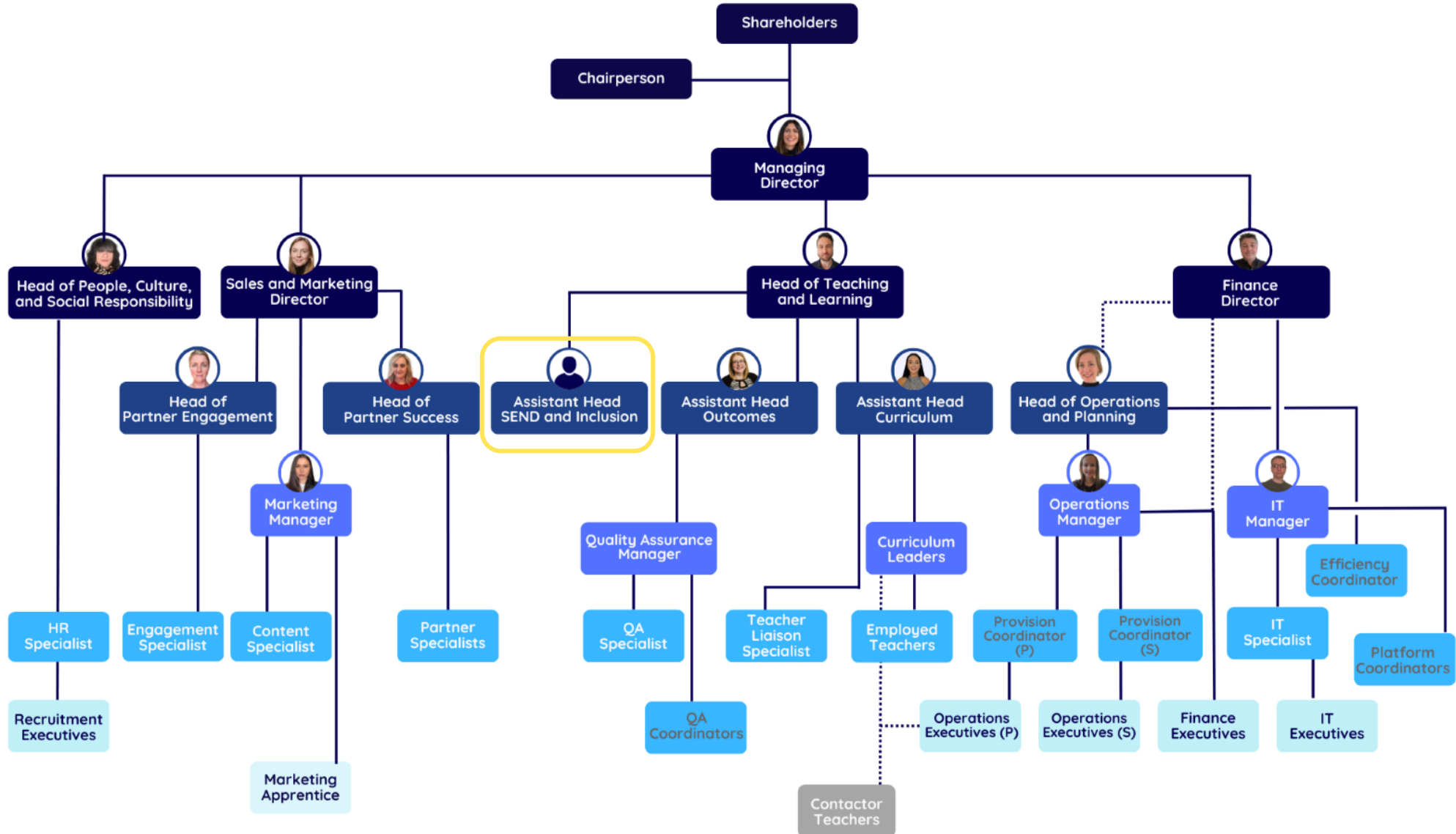
Pension contribution

Private health care

Amazing colleagues!

TEAM TUTE

WE DON'T LIKE HIERARCHY BUT THIS IS HOW OUR TEAM LOOKS



TEAM INSIGHTS

WHAT OUR AMAZING TEAM THINKS OF WORKING WITH TUTE



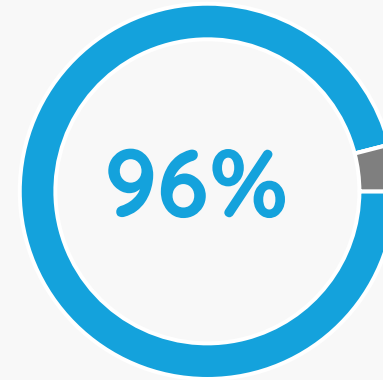
Are satisfied working at Tute



Have confidence in SLT



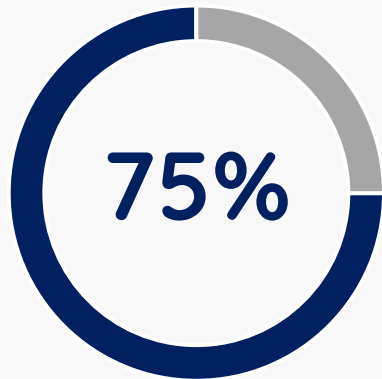
Feel respected as an employee



See Tute in future career plans



Would recommend Tute to a friend



Say Tute compares better to other employers

25% say Tute is about the same

4.83



Average rating of Tute as an employer



TEAM INSIGHTS

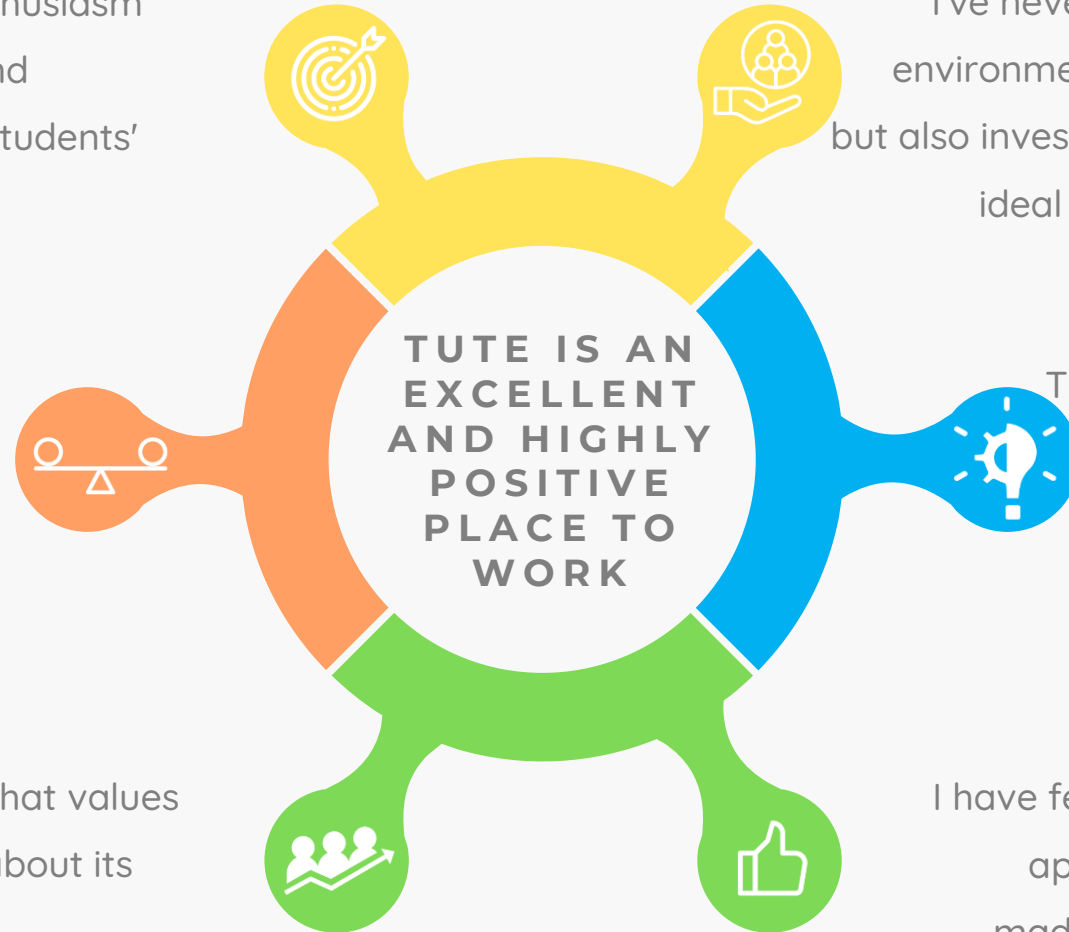
PEOPLE LIKE WORKING HERE



Working for Tute has reignited my enthusiasm for teaching. I now have the energy and motivation to make a real impact on students' lives, and that's incredibly rewarding.

The flexibility is a game-changer. I can balance family life while pursuing my passion. It's the perfect blend of work and life.

It's refreshing to work for a company that values transparency and keeps us informed about its priorities and growth strategies.



I've never experienced such a supportive work environment. Tute not only values its employees but also invests in their professional development, ... ideal place for personal and career growth.

The company has a genuine vision. This vision/sense of mission is not empty rhetoric, it is lived by everyone in the company.

I have felt supported throughout the year and appreciate how welcome everybody has made me feel since I have started working

HOW TO APPLY

IF YOU LIKE WHAT YOU'VE READ, THINK YOU'RE A GOOD FIT, AND WOULD LIKE TO JOIN OUR TEAM, PLEASE FOLLOW THE BELOW STEPS:

1



COMPLETE

Tute's application form

[Download it here](#)

Tip: personal statement is important! Make it relevant to Tute.

2



RECORD

A video of yourself answering the following questions:

- What expertise and qualities will you bring to Tute in this role?
- How have you contributed to making provision inclusive, including to those with SEND?
- Why are you interested in becoming a member of the Tute team?

PLEASE LIMIT VIDEOS TO THREE MINUTES

3



SEND

Application form and video* to

carol.skitt@tute.com

by 12:00

22 APRIL 2024

Tute is committed to safeguarding and promoting the welfare of children and young people and expects all staff and contractors to share this commitment.

Working with Tute is exempt from the Rehabilitation of Offenders Act 1974 and therefore subject to possession of an enhanced certificate of disclosure issued by the Disclosure and Barring Service (DBS) and barred list check.

Tute adheres to the statutory safer recruitment procedures issued by the DfE. Tute promotes policies of equality opportunity for both staff and students.

Tute creates equality in education by bringing the best teaching and learning to all children and young people. It is our expectation that everyone in our team supports our policy to treat all students, staff, and commissioning bodies fairly and equally.

We do not accept CVs

*We know sharing videos via email can sometimes be fiddly, let us know if you want to share another way, e.g. WhatsApp, link to the cloud