An 11-19 Co-Educational Performing & Visual Arts College

Co-Headteachers - Ms Niki Clemenger NPQH and Mr Richard Cole NPQH

Inclusion Officer and Deputy Designated Safeguarding Lead

Required from: January 2027 or earlier if possible
Salary: NJC Scale 6, Points 18-20
Full-Time Equivalent (FTE): £38,748
Actual Salary: £34,335.39 (includes Inner London Weighting)
Contract Type: Permanent, Term Time + 5 days, 8:30am to 4:30pm
(Note: Requires occasional holiday availability for emergency safeguarding liaison/meetings)

Application Deadline: Midday, Thursday 26th November 2026
Interviews: Tuesday 1st December 2026

We are seeking to appoint a dedicated Inclusion Officer and Deputy Designated Safeguarding Lead (DDSL) to support the strategic leadership of both our SEN and Safeguarding provision.

Joining our passionate SEN faculty, the successful candidate will work closely with the SENCo and Designated Safeguarding Lead to champion our most vulnerable students. The Norwood School is a thriving, inclusive community school where staff are committed to ensuring all pupils - regardless of their starting point - reach their full potential. In this vital non-teaching role, you will work alongside faculty and senior leaders to support and help line-manage our team of Learning Support Assistants, ensuring the highest standards of welfare and academic progress for our students.

The successful candidate will:

- Be a dynamic leader capable of driving high-quality SEND and Safeguarding provision across the school.
- Hold high expectations for every child's attainment, progress, behaviour, and emotional wellbeing.
- Demonstrate a commitment to excellence in their own professional and personal development.
- Possess exceptional organisational skills and a robust, up-to-date knowledge of relevant legislation (including Keeping Children Safe in Education and the SEND Code of Practice).
- Have a proven track record of implementing successful strategies to support student progress and inclusion.
- Model exemplary practice, deliver staff training, and recommend evidence-based interventions for students with additional needs.
- Be a creative and energetic team player, dedicated to providing enriching and inspiring opportunities for our young people.
- Make a proactive contribution to all aspects of school life and our wider community.
- Communicate effectively and with empathy when working with staff, students, parents, and external agencies.
- Bring a resilient, patient and solution focused mindset to support our most vulnerable students.

Informal discussions with SLT members Celica Douglas and James O'Sullivan, or visits to the school prior to application are welcome. For further details please contact Sarah Jane Caliste, Headteacher's PA, by email at caliste.s@thenorwoodschool.org. Please apply by completing a Lambeth application form, which can be found here (CV's are not accepted).

The Norwood School is an innovative, forward-thinking Visual and Performing Arts school where creativity and cross-curricular collaboration are at the heart of our community. Described by Ofsted as "innovative and engaging," we provide an enriched learning experience that supports student success both in and beyond the classroom. We are ambitious for every student and dedicated to ensuring that all pupils - including those from disadvantaged backgrounds - achieve academic excellence. Regardless of their starting point, our students consistently make strong progress, supported by a personalised approach to learning and a focus on the individual.

At Norwood, we value diversity as a driver for creativity and innovation. We are actively working toward the Anti-Racist School Award, aiming to improve race equality while promoting the wellbeing of our Black, Asian, and Ethnic Minority staff, students, and wider community. We recognise that meaningful institutional change requires a sustained, long-term commitment and we invite you to be a part of that journey. The Norwood School is committed to safeguarding and promoting the welfare of children and young people; we expect all staff and volunteers to share this commitment.

Join our community and help us inspire every child to choose a remarkable life.

Early applications are encouraged, as strong candidates may be interviewed before the closing date.