INTERNAL ADVERTISMENT

HEAD OF OUTREACH (MATYERNITY COVER)
Required for The Bridge Trust Outreach Team
Salary Grade: Leadership PayScale
Competitive Salary, Negotiable Dependent upon Qualifications
Contract: Full-time or Part-time, FTC
(1 Year Contract, with potential for a permanent position)

Start Date: As soon as possible

Our Story:

The Bridge Trust is a unique multi-School trust currently consisting of seven special schools, two primary schools, a Training and Development Service and an Outreach Service. Our schools are located in North London (Islington), (Easton and Kings Lynn) and Essex (Basildon and Chelmsford)

We are an ambitious family of schools that embraces the individuality of everyone – children and adults. We acknowledge that learning can look different for different pupils and staff and we look to change our approach to meet the needs of the individual. We are committed to getting learning right for everyone. We're always looking for new and better ways of doing things – everything is about doing the best for our children and young people.

We believe that learning for both children and adults in the Trust is greater together as a group of schools in partnership. We can learn more together and make better provision together rather than schools operating separately. For more info, please visit our website

The Bridge Outreach is a well-established team supporting the inclusion of neurodivergent pupils (3-19) in mainstream settings. We support school staff to develop their understanding of Autism, Severe Learning Difficulties (SLD) or Profound & Multiple Learning Difficulties (PMLD), and to then meet these needs within mainstream settings.

Who are we looking for?

We are looking to recruit a Head of Outreach for maternity cover.

We are seeking an experienced candidate with experience of working in both mainstream and specialist settings, specifically with autistic and neurodivergent young people. The Head of Outreach Service will be responsible for safeguarding and promoting the welfare of children and young people and must ensure that all service activities reflect current safeguarding legislation, statutory guidance, and local procedures.

The Outreach Service aims to:

- Build the capacity of mainstream schools to identify, assess, and meet the needs of autistic pupils, with or without learning difficulties.
- Improve educational, social, and emotional outcomes for children and young people with SEND.
- Increase inclusion and successful participation in mainstream education.
- Promote effective partnership working between schools, families, the Local Authority, and external agencies.
- Ensure the effective and efficient use of specialist resources.
- Support strategic planning, development, and commissioning of SEND services across the Local Authority.

To Apply:

- Your application should be no more than one page of A4 paper and should set out:
- Your vision for the impact that this role will bring to the Outreach Team.
- The skills, knowledge and experience you have to offer.
- Your understanding of Autism, Severe Learning Difficulties (SLD) or Profound & Multiple Learning Difficulties (PMLD), and to then meet these needs within mainstream settings.
- Why you would like the job and what would you bring.

Please return your completed statement of interest to: recruitment@thebridgetrust.academy

Expressions of interest will be considered on receipt – don't wait until the deadline!

Visits and discussions with the current Head of Outreach are welcome. Please contact recruitment@thebridgetrust.academy

To view the job description and person specification this post, please visit the vacancies page on our school website; https://thebridgetrust.academy/vacancies/

We reserve the right to close this vacancy early should we receive a significant number of high-quality applications. All candidates are advised to refer to the job description and person specification before making an application.

Closing date: 9am, Friday 06 November 2026

Interviews Date: w/c Monday, 09 November 2026

Please note **CVs** will not be accepted.

The Bridge Trust is committed to Safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Successful candidates will be required to complete an enhanced DBS disclosure and children's barred list check where relevant.

This position is exempt from the Rehabilitation of Offenders Act 1974 and subsequent amendments to this Act.

At The Bridge Trust, we want all our employees to feel included, bringing their passion, creativity and individuality to work. We value all cultures, backgrounds and experiences, and truly believe that diversity drives innovation.

Head of Outreach (Maternity Cover) | Job Description

Purpose of the post

To provide strategic and operational leadership of the Outreach Service, ensuring the effective delivery of specialist support, advice, training, and intervention to mainstream schools. The Head of Outreach Service will lead the development of inclusive practice across schools, improve outcomes for autistic children and young people, with or without learning difficulties, and ensure that the service delivers high-quality provision in line with Local Authority priorities and service specifications.

The postholder will be responsible for leading and developing the outreach team, managing service performance, strengthening partnerships with schools and agencies, and ensuring that all service delivery contributes to improved SEND outcomes and increased inclusion.

Main responsibilities

Strategic Leadership

- Provide strategic leadership and direction for the Outreach Service.
- Develop and implement service priorities in line with Local Authority requirements and emerging SEND needs.
- Ensure service delivery aligns with agreed service specifications, statutory guidance, and best practice.
- Contribute to strategic developments that improve outcomes for autistic children and young people across the borough.
- Use local and national SEND developments to inform service planning and improvement.

Service Management

- Lead, manage, and develop the Outreach Service team.
- Allocate workloads and oversee caseload management across the service.
- Establish systems for monitoring quality, impact, and effectiveness of outreach provision.
- Ensure interventions are outcome-focused, time-limited, and regularly reviewed.
- Monitor service performance and produce reports for senior leaders and the Local Authority.
- Maintain oversight of service administration, data management, and reporting systems.

Quality Assurance and Impact

- Develop robust systems for evaluating the impact of outreach support on schools, staff, and pupils.
- Analyse service data and use evidence to inform decision-making, priorities, and resource allocation.

- Ensure that all advice, training, and interventions are evidence-informed and reflect current best practice.
- Monitor service standards and implement continuous improvement processes.

Leadership of Inclusion and SEND Practice

- Promote inclusive practice across mainstream schools.
- Support schools in developing sustainable systems and provision for autistic pupils and other learners with SEND.
- Champion person-centred approaches that place children, young people, and families at the centre of planning and decision-making.
- Support schools to improve outcomes, engagement, participation, and attendance for pupils with SEND.
- Contribute to the wider development of SEND provision across the Local Authority.

Partnership Working

- Develop strong partnerships with schools, families, Local Authority services, health professionals, and other stakeholders.
- Work collaboratively with multi-agency teams to ensure coordinated support and effective use of resources.
- Represent the Outreach Service at strategic meetings, steering groups, and partnership forums.
- Contribute to Local Authority initiatives aimed at improving SEND services and inclusion.

Training and Workforce Development

- Lead the development of the Outreach Service training offer.
- Ensure the delivery of high-quality professional development for school staff, including leaders, SENCos, teachers, and support staff.
- Identify emerging workforce development needs and respond appropriately.
- Promote coaching, mentoring, and professional learning opportunities both within the Outreach Service and across schools.

Service Development

- Work collaboratively with other Outreach Service Heads to ensure a coherent and complementary offer across services.
- Contribute to the planning and coordination of training programmes and support available to schools.
- Use data, stakeholder feedback, and the SEND Joint Strategic Needs Assessment to shape service priorities.
- Identify gaps in provision and develop solutions to address emerging needs.

Safeguarding and Inclusion

- Promote a safe, inclusive and supportive learning environment.
- Understand the additional vulnerabilities experienced by pupils with SEND needs.
- Ensure all interactions align with safeguarding and wellbeing policies.

General Responsibilities

- Safeguard and promote the welfare of children and young people.
- Maintain accurate records and reports.
- Promote equality, inclusion and neurodiversity-affirming practice.
- Undertake other duties appropriate to the role as directed by the Trust.

Special conditions of employment

Rehabilitation of Offenders Act 1974

- This job is exempt under the Exceptions Orders to the Rehabilitation of Offenders Act 1974. Appointment to this job is subject to an enhanced DBS disclosure being obtained, and any relevant cautions, convictions, bind over orders and warnings being considered.

- If the jobholder is arrested, summonsed for an offence or receives a conviction a bind over order or a warning given by a police force, they are required to inform their Line Manager of this fact immediately. Such information will be treated in confidence, so far as this is consistent with the safety of children, compliance with statutory child protection procedures and the Trust's relevant policies. Failure to disclose such information may result in disciplinary action which could lead to the termination of the jobholder's employment.

Safeguarding and Promoting the Welfare of Children and Young People

- The jobholder is required to follow all the Trust's policies and procedures in relation to safeguarding at all times, and to adhere to the statutory guidance 'Keeping Children Safe in Education'. The jobholder must take appropriate action in the event that they have concerns, or are made aware of the concerns of others, regarding the safety or wellbeing of children or young people.

Health and Safety

- The jobholder is required to exercise their duty of care by taking responsibility for their own health and safety, and the health and safety of other people who may be affected by their acts or failure to act. Full guidance regarding health and safety is set out in the Trust's Health and Safety Policy, and in any risk assessments relevant to the jobholder's role or circumstances. Both can be accessed via the jobholder's line manager, and the jobholder is required to comply with these and to use any protective clothing or equipment as instructed at all times.

Confidentiality and Data Protection

- The jobholder is expected to comply with the provisions of the Data Protection Act 2018 and the General Data Protection Regulation. Any information they have access to, or are responsible for, must be managed appropriately and any requirements for confidentiality and security observed. Information must not be disclosed to any person or Authority, for example a parent or the Police, without observing the correct procedure for disclosure as set out in the Trust's Data Protection Policy. Nothing shall prevent the jobholder from disclosing information that they are entitled to disclose under the Public Interest Disclosure Act 1998 as amended, provided that the disclosure is made in accordance with the provisions of that Act/s.

Equality and Diversity

- The Trust and its Schools are committed to equality and value diversity. As such the Trust and its schools are committed to fulfilling their Equality Duty obligations and expect all employees to share this commitment. The Duty requires the Trust to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity and foster good relations between people who share characteristics, such as age, gender, race and faith, and people who do not share them. The jobholder is required to treat all people they come into contact with, with dignity and respect, and is entitled to expect this in return.

Training and Development

- The Trust has a shared responsibility with the jobholder for identifying and satisfying training and development needs. The jobholder is expected to actively contribute to their continuous professional development and learning, and to attend and participate in any training or development activities required to assist them in fulfilling their role and meeting their safeguarding and general obligations.

The Trust Operates a Strictly No Smoking or Vaping Policy

- This applies to all the Trust's premises and those where Trust's services are provided.

The above-mentioned duties are neither exclusive nor exhaustive; duties and responsibilities of the post may change as requirements and circumstances change. The post holder will be required to carry out duties as requested by management that are broadly within the level of the post

Person Specification

The person specification describes the skills, knowledge and experience required to carry out the job and will also be used in the shortlisting and interview processes.

Skills/Abilities

Essential

- Strong leadership and management skills.
- Ability to motivate, develop, and inspire staff.
- Excellent communication and interpersonal skills.
- Ability to build effective partnerships with a wide range of stakeholders.
- Strong analytical and problem-solving skills.
- Ability to plan strategically and manage competing priorities.
- Ability to evaluate impact and drive continuous improvement.
- Strong organisational and project management skills.
- Competence in the use of management information systems and data analysis tools.

Knowledge and Experience

Essential

- Extensive knowledge of autism and the educational needs of autistic children and young people.
- Significant experience of supporting pupils with SEND in educational settings.
- Experience of leading teams and managing staff.
- Experience of leading service improvement and change.
- Experience of delivering training and professional development.
- Experience of working effectively with families and multi-agency partners.
- Experience of analysing and interpreting data to inform strategic decision-making.
- Strong understanding of SEND legislation, the SEND Code of Practice, and inclusive education.

Desirable

- Experience of managing an outreach service or specialist support service.
- Experience of working at a strategic level with Local Authorities and school leaders.
- Experience of budget and resource management.
- Experience of coaching and mentoring professionals.

Qualifications

Essential

- Degree or equivalent professional qualification relevant to education, SEND, autism, or inclusion.
- Evidence of ongoing professional development.
- Significant specialist knowledge of autism and SEND.

Desirable

- Qualified Teacher Status (QTS).
- National Award for SEN Coordination (NASENCO) or equivalent SEND qualification.
- Leadership or management qualification.
- Postgraduate qualification in SEND, autism, inclusion, or a related field.

Personal Qualities

- Commitment to improving outcomes for children and young people with SEND.
- Strong commitment to inclusion and equality of opportunity.
- High levels of professionalism, integrity, and accountability.
- Resilient, adaptable, and solution focused.
- Ability to work collaboratively and influence change.
- Creativity and innovation in developing services.
- Excellent relationship-building skills.
- Positive outlook and sense of humour