



Christ Church Academy
Old Road, Stone, Staffordshire, ST15 8JD
Tel: 01785 334900
E-mail: w.fenton@cca.staffs.sch.uk
Principal: Mrs T Thorn



Vacancy:	Inclusion Support Officer
Grade:	6 (SCP 9-15)
Full Time Salary:	£28,153.38 - £31,014.79
Pro Rata Salary:	£24,515.10 - £27,006.73
Commencement Date:	ASAP
Hours:	37 hours per week – Term Time Only

Christ Church Academy is seeking to appoint an enthusiastic, resilient and compassionate Inclusion Support Officer to join our dedicated pastoral team.

At Christ Church Academy, we are committed to ensuring every child feels valued, supported and able to succeed. Our Christian values underpin everything we do, and we pride ourselves on building positive relationships with pupils and families to help every young person thrive both academically and personally.

The successful candidate will play a key role in supporting pupils whose behaviour or wellbeing may present barriers to learning. Working closely with our pastoral, safeguarding and SEND teams, you will help pupils reflect on their choices, develop strategies for success and successfully reintegrate into lessons.

A significant part of the role will involve supporting our Reset Room, providing a calm, structured environment where pupils can regulate, reflect and continue with their learning. You will use restorative approaches to help pupils understand expectations, repair relationships and return to learning positively.

We are looking for someone who:

- Has experience of working with children or young people in a pastoral, behaviour or educational setting.
- Builds positive, professional relationships with pupils, parents and colleagues.
- Is calm, resilient and consistent when supporting pupils through challenging situations.
- Shares our commitment to inclusion and high expectations for every child.
- Can work effectively as part of a supportive and dedicated team.

The role will involve liaising regularly with parents and external agencies where appropriate, maintaining accurate records and contributing to strategies that improve behaviour, attendance and pupil wellbeing. The successful candidate will also play an important role in promoting excellent attendance across the Academy. Working closely with the Attendance Team, you will support pupils and families to overcome barriers to regular attendance through positive, supportive and professional relationships. The role will include monitoring attendance, meeting with parents and carers during attendance clinics, carrying out home visits and welfare checks where appropriate, and working alongside external agencies to ensure pupils receive the support they need to attend school regularly. A proactive, compassionate and solution-focused approach will be essential in helping every child access the education they deserve.

To further support the wider needs of the Academy, it would be advantageous if the successful candidate would be willing to undertake First Aid training and, where appropriate, complete the necessary assessment to become an approved driver of the Academy's minibus. These responsibilities will support the safe supervision of pupils during the school day, educational visits and extracurricular activities.

If you are passionate about making a real difference to young people's lives and would like to join our caring and ambitious school community, we would be delighted to hear from you.

We will provide:

- Excellent care and support for staff
- Comprehensive induction and on-going opportunities for Professional Development

The normal place of work would be Christ Church Academy. This Academy is part of 'The Key Educational Trust' and the Trust reserves the right to deploy the successful candidate to work at any other Academy within the Trust.

Interested applicants are strongly encouraged to visit Christ Church Academy, prior to submitting their application. Please contact Miss W Fenton (PA to the Principal) via email at w.fenton@cca.staffs.sch.uk to arrange an appointment. Shortlisted candidates will also have the opportunity to tour the school as part of the interview process.

Completed applications should be emailed to Miss Fenton w.fenton@cca.staffs.sch.uk or posted to the Academy marked for her attention.

If you have any questions regarding the post, you are welcome to email Mrs Thorn, Principal, t.thorn@cca.staffs.sch.uk

Closing Date: Wednesday 4th November 2026 (midday)

Interview Date: Monday 9th November 2026

Safeguarding:

The safeguarding of young people is central to our school community. The post-holder will be expected to uphold the highest standards of child protection and follow all safeguarding policies and procedures, including the Staff Code of Conduct.

This role is subject to an enhanced Disclosure and Barring Service (DBS) check, social media check and satisfactory references. The post-holder will also be expected to adhere to the Keeping Children Safe in Education (KCSIE) guidelines and act in accordance with the school's safeguarding protocols.