

A photograph of three young girls in school uniforms walking on a grassy field. They are holding hands and smiling. The girl on the left is Black with long braids, wearing a dark blue sweater over a light blue shirt and a plaid skirt. The girl in the middle is seen from behind, wearing a light blue shirt and a plaid skirt. The girl on the right is white with blonde hair in a ponytail, wearing a light blue shirt and a plaid skirt. The background is a blurred green field.

**COGNITA**

Candidate Brief for the appointment  
of **Regional Leader of Inclusion**

**COGNITA**  
CELEBRATING **20** YEARS

# Discover purpose, create change


Welcome, and thank you for considering us. You're about to embark on a journey that could shape not only your career but the future of education.

At Cognita, we believe in the power of individuals to create a lasting impact. Joining us means being part of a community where your ideas, passion, and drive can truly make a difference.

This candidate pack is your guide to discovering how you can thrive with us.

## Inside this pack you'll discover:

- **About Cognita** – learn about what fuels us and keeps us moving forward.
- **Our people promise** – learn about the role you'll play and the impact you'll make with us.
- **Role overview** – understand how we see you contributing and explore what's expected of you.
- **Benefits** – discover the rewards of becoming part of Cognita.
- **Application process** – find out what's next and how to apply.

 We're excited to see how you'll help shape the future at Cognita. Good luck with your application – we can't wait to see what you'll bring.








About Cognita

# A world of schools connected by a single purpose

At Cognita, we don't just provide education – we create environments where students, teachers, and colleagues can truly thrive. As part of our global family, you'll join a unique community that's dedicated to shaping the future of education. Our purpose is simple yet powerful: to empower every individual to **thrive in a rapidly evolving world.**


 Want to understand the thread that connects our schools? See our Quality Framework on the next page.

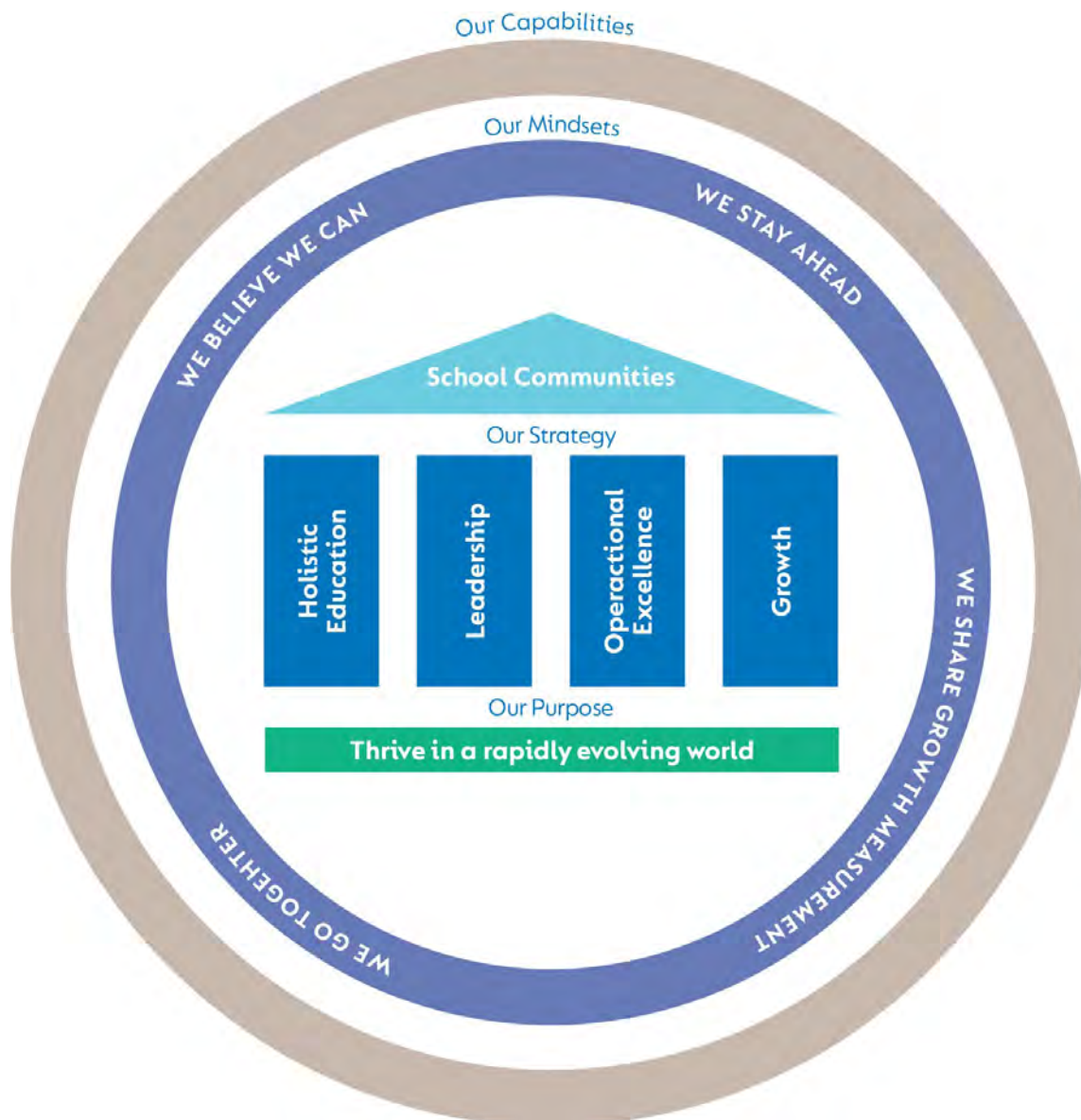
# Our Quality Framework

With the support of our Cognita Quality Framework, we ensure that every school maintains its unique identity while benefiting from shared best practices, knowledge, and a global commitment to excellence.

This framework is the golden thread that connects all our schools, helping us create world-class learning environments for everyone.

Every Cognita school is special to us, but we are united by our collective goals, passion for innovation, and commitment to progress. Together, we collaborate, embrace new challenges, and create meaningful change that benefits not only our schools but the communities around us.

 **Keep reading to understand the mindsets that empower us to thrive and brings this all this to life.**



# Building a strong culture for an evolving world

For our extraordinary community to fulfil our purpose, we rely on the strength of our culture. We thrive and our students thrive when we go forward together, progress by facing challenge, anticipate the future, and stay open to new ideas and ways of working.

## Our Mindsets

Building a thriving culture isn't accidental – it's the result of intentional choices and actions we take every day. By living through our mindsets, we don't just shape the way we work – we build a culture that empowers us to drive purpose and create change so we can grow, succeed and make a lasting impact.

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### We go together

We are stronger together, as one global schools system and operate with our collective goals in mind. We show up for one another, collaborate widely and share generously.

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### We believe we can

We are driven and passionate about what we do. Determined learners, we progress fast by facing challenges and empowering others to do the same. We take ownership of our responsibilities and always believe there is a way.

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### We stay ahead

We embrace change to stay ahead, whilst maintaining high-standards and best practice. We anticipate the future, not afraid to do things differently so that both our students and our business thrive today and tomorrow.

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### We share a growth mindset

We always consider the needs and perspectives of others. We are open to new ideas and ways of working, connecting to wider perspectives wherever possible.

 **Want to better understand the role you'll play and the impact you'll make with us? Have a look at the next page.**

Our promise to you

# Discover purpose, create change with us

We are a diverse community, united by a shared purpose: to **thrive in a rapidly evolving world**.


We empower every school, teacher, colleague and student to focus on what they do best.

As a dynamic, committed team in 100 schools in 16 countries, we move fast but securely and progress while maintaining high standards. Find diversity, autonomy, and challenge to build a purposeful career with a variety of opportunities both upwards and sideways.

Join a welcoming, supportive network of talented people who are resilient and driven to achieve. Embrace change and innovate thoughtfully, take in fresh perspectives to achieve ambitious goals and create an inclusive, sustainable future in education. Striving for excellence and encouraging one another, make your mark through intentional impact and creating meaningful change for children and our incredible school system.

Your voice matters in our collaborative, open environment. We show up for one another, care about everyone's well-being and value input from our whole school community. Our strength lies in our diverse and expansive collaboration, championing local ownership and creating opportunities through our differences.

Achieve more in a place that thinks ahead, is unafraid to do things differently, and welcomes new ideas. Create change, grow, care, and always find purpose in a place committed to helping you and everyone thrive.

 **Find out what this means for your role on the following pages...**







# Drive the strategic direction that powers educational excellence

At Cognita, every role is crucial to supporting the schools in our global network. Whether you work in operations, HR, finance, or any other key function, your contribution will help create environments where students and staff thrive. By driving efficient processes, innovation, and strategic initiatives, you'll be at the heart of our mission to deliver exceptional education worldwide.

## Discover purpose and create change with us:

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### Thrive in an extraordinary community

At Cognita, you'll work alongside talented professionals who share a passion for education and collaboration. You'll contribute to a global community that values collective achievements and works toward shared goals. Together, we ensure that our schools have the support they need to excel.

### Create meaningful change every day

Your role will directly impact the success of our schools. Whether you're streamlining operations or developing new strategies, your work will contribute to the positive experiences of teachers and students. Every day, you'll see the real world results of your efforts and the difference they make across our schools.

### Champion progress in education

At Cognita, we believe in staying ahead through innovation. In your role, you'll be encouraged to think creatively and implement solutions that support our school's evolving needs. With opportunities for professional growth, you'll stay at the forefront of best practices in education.

### Learn and develop from new challenges

At Cognita, we view challenges as opportunities to grow. In your role, you'll tackle diverse tasks that push you to develop professionally while contributing to Cognita's success. Whether you're managing projects or supporting global initiatives, you'll be part of a team that encourages continuous learning and development.

# What you'll be doing

## Role purpose

The purpose of the Regional Leader of Inclusion role is to establish and champion the highest standards of educational provision relating to Inclusion, across the Europe & USA region of Cognita schools.

The role is a combination of leading on strategic improvement, establishing, implementing and maintaining policy, whilst working hands on supporting in-school leaders and inclusion specialists in providing the very best outcomes for our students.

## Leadership

Delivering professional development to SENDCOs, and specialist training as appropriate for academic teams:

- Lead the team of inclusion specialists in schools
- Lead professional learning communities and networks of inclusion specialists
- Plan, lead and evaluate professional learning for leaders and practitioners
- Keep up to date with effective practice, inspection frameworks and legal/regulatory frameworks, ensuring that these are shared and understood by all schools
- Provide advice to school leaders on inclusion and admission (inclusion related) situations
- Supporting with the creation of relevant in-school policies where appropriate
- Building capacity within our Cognita system by brokering inclusion leaders and colleagues to work with and support other schools

## Holistic education

- Maintain proactive relationships with Leaders across the region to ensure joined up conversations about inclusive school provision
- Support the work of the Regional School Improvement and Compliance Teams
- Work with colleagues in the SSC team to define innovation in inclusion which helps our schools be distinctive in the independent sector
- Quality assure documentation and provision to ensure that they meet best practice and compliance with the appropriate standards and regulations.
- Provide guidance to schools to ensure compliance with SEND code of practice

## Operational excellence

- Working with focus schools for defined periods to support and challenge leaders and colleagues on specific areas of improvement
- To support in quality assurance reviews and school improvement reviews where a school's SEND provision would benefit from a specialist lens
- To undertake pre-inspection checks for compliance for schools
- Review inclusion/SEN provision, practice and outcomes in named schools – identifying leading practice, strong practice and areas for improvement
- Provide oral and written feedback which is evidence based and developmental



# What you'll bring

## Essential

### Skills

- Commitment to understand the contextual differences of SEND provision in different international settings
- Ability to deliver training and leading events
- High level of EQ

### Qualifications

- Qualified teacher status
- Degree Level
- Specialist qualification in the leadership of SEND

### Other

- Clear vision and values regarding inclusive provision
- Clean Driving License and access to a car
- Developed knowledge of pedagogy including assessment
- Knowledge of safeguarding regulations and requirements in the UK
- Knowledge of independent school standards
- Knowledge of UK legislation
- Able to demonstrate integrity and a strong moral compass
- Genuinely want the best for children in terms of provision and outcomes
- Able to offer expert guidance to schools and other colleagues
- Have a critical eye with a supportive demeanour

### Experience

- Proven track record of leading Inclusion/SEND provision with clear evidence of impact over time
- Senior experience in a school setting

## Desirable

### Skills

- Spanish Speaker

### Qualifications

- Post degree qualification
- Training and work as a school inspector

### Other

- Knowledge of contextual issues facing the independent schools in the UK
- Knowledge of SEND regulatory bodies in mainland Europe

### Experience

- Experience of multi-site school leadership
- Multi sector experience (public, state, international)
- Cross phase/age experience
- Experience of working in a complex matrix organisation

## Benefits

# The benefits that will help you thrive

Our benefits are more than just perks – they're a reflection of our commitment to your growth, well-being, and success. Whether you're looking to expand your professional horizons or ensure a healthy balance between work and life, we offer a range of benefits designed to support you every step of the way.

## What you'll get

### Core benefits

- Competitive salary based on level and experience
- 25 days holiday
- Life assurance
- Pension scheme
- Flu vaccinations
- Employee assistance programme
- My StaffShop discounts
- Cycle to work scheme

### Other benefits (specific to your role)

- Private medical
- Healthcare cash plan
- School fee discount
- A wide range of professional subscriptions



# Great, so what happens next?

## How to apply

We're excited to get to know you and learn more about your unique skills and experiences. To help us process your application smoothly, here are a few steps to guide you:

- Please submit a completed Cognita application form, along with a cover letter that highlights how your experience and skills align with the role. The cover letter should be no more than two sides of A4 and can be submitted in the specified languages.
- Feel free to include your CV, but please ensure it accompanies the completed application form.
- Submit your application via our applicant tracking system by following the apply now link on the advert. Be sure to submit it by the stated deadline so we can review your application as soon as possible.

We can't wait to meet you. Best of luck with your application, and we'll be in touch with the next steps soon.

## Safeguarding at Cognita

At Cognita Schools, we are fully committed to safeguarding and promoting the welfare of children and young people. We expect all staff, volunteers, and third parties to share this commitment. As part of our safer recruitment practices, pre-employment background checks will be conducted before any appointment is confirmed

## Diversity, equity, and inclusion (DE&I)

At Cognita, diversity, equity, and inclusion are at the heart of everything we do. As a global community spanning over 94 nationalities, we know that our strength lies in our diversity. It's what drives our success and makes Cognita a place where everyone can thrive.

We are committed to:

- Attracting, recruiting, and retaining diverse talent
- Embedding DE&I principles into every part of school life
- Fostering inclusive environments where all voices are heard and celebrated

No matter where you come from or what stage of your career journey you're on, you're welcome at Cognita.

# Discover purpose, create change



Your journey towards making a real difference starts here and we're excited to see how you'll make your mark.

Contact us at [recruitment@cognita.com](mailto:recruitment@cognita.com) and begin your journey today.

**COGNITA**