



**Person Specification
Assistant Headteacher for Inclusion
Leadership 1-5**

	Essential	Desirable	How Identified
1. Knowledge and skills (including any relevant or required qualifications)	<p>Qualified Teacher Status with relevant qualifications for primary age range. SENDCo qualification.</p> <p>Extensive knowledge and of the latest SEND framework and the ability to apply this consistently for vulnerable pupils</p> <p>Understand the theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies).</p> <p>Knowledge of National Curriculum requirements at the appropriate key stage including monitoring, assessment, recording and reporting of pupils' progress.</p> <p>Knowledge of the statutory requirements of legislation in education e.g. safeguarding.</p>	<p>Good Honours Degree or equivalent and other relevant qualifications.</p> <p>Experience of working with children who have English as an additional language.</p> <p>Additional qualifications directly linked with SEND/Inclusion</p>	<p>Application form</p> <p>Interview</p> <p>Assessment</p> <p>References</p>

	Essential	Desirable	How Identified
1. Knowledge and skills (including any relevant or required qualifications)	<p>Able to establish the positive links necessary within school and with all its stakeholders.</p> <p>Have highly competent skills for effective teaching and learning.</p> <p>Able to effectively deploy support staff to maximise pupil outcomes.</p> <p>Able to communicate effectively (both orally and in writing) to a variety of audiences.</p>		
2. Personal Development and Additional Learning	<p>Evidence of continuous INSET and commitment to further professional development.</p> <p>Willing to participate in further training and CPD activities.</p>		<p>Application form</p> <p>References</p>
3. Experience	<p>Recent and relevant experience as a SENDCo in a primary setting</p> <p>Recent and relevant teaching experience at primary level.</p> <p>Experience of leading a team or subject area (not necessarily on the leadership team or grade).</p>	<p>Leadership experience</p> <p>Experience of working in a large multi- cultural school.</p>	<p>Application form</p> <p>References</p>

	Essential	Desirable	How Identified
4. Initiative	<p>To be able to manage the SENDCo workload, identifying priorities and ensuring the needs of the SEND children are consistently met and reviewed.</p> <p>To be able to promote the school's aims positively, and use effective strategies to monitor motivation and morale.</p> <p>To be able to develop good personal relationships within a team.</p> <p>To be able to establish and develop close relationships with parents, governors and the community.</p> <p>Able to create a happy, challenging and effective learning environment.</p> <p>Able to motivate self and others.</p> <p>Able to remain calm under pressure.</p> <p>Be well-organised.</p>	<p>Understands the traditions which lie behind the communities in our society</p>	<p>Application form</p> <p>Interview</p> <p>Assessment</p> <p>References</p>
5. Circumstances	<p>Ability to manage work/life balance, and take steps to pro-actively manage your well-being.</p> <p>Committed to equal opportunities in all its forms.</p> <p>Committed to procedures for safeguarding of children.</p> <p>Understands the importance of confidentiality and work in a discreet manner where appropriate.</p>		<p>Application form</p> <p>Interview</p> <p>Assessment</p> <p>References</p>