**St Philip’s CE Primary School**

**SENDCO and Assistant Headteacher Personal Specification**

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| CRITERIA | ESSENTIAL/  DESIRABLE | METHOD OF ASSESSMENT |
| **Qualifications and Training**   * Qualified Teacher Status * National SENCO award or working toward * Evidence of recent relevant professional development | E  D  E | A  A  A |
| **Experience**   * A minimum of 4 years’ experience in the primary school age range * Excellent classroom teacher who can lead by example and with a proven commitment to improving the quality of children’s learning * Has a successful track record in working with children with a wide range of educational needs * Experience of leading, motivating and challenging staff | D  E  E  E | A  A/I  A/I  A/I |
| **Knowledge/skills/abilities**   * Knowledge of the range and type of interventions available and be able to apply these appropriately in the context of the school’s resources and the individual child * Knowledge of the SEND Code of Practice * Excellent presentation and inter-personal skills * An outstanding role model for our school family with an understanding of the challenges and rewards of teaching. * Ability to use ICT to support teaching, learning and management * Ability to provide professional leadership and contribute to the work of other teams to secure high quality teaching, effective use of resources and improved standards of learning and achievement for all pupils across the school * Ability to evaluate and analyse pupil performance to improve pupil achievement and inform performance management * Ability to communicate clearly both verbal and written to a wide audience * Ability to plan, organise and prioritise curriculum, teaching and management tasks * Secure in understanding of best practice in safeguarding leadership, policy and practices | E  E  E  E  E  E  E  E  E  E | A/I  A/I  I  A/I  A/I  A/I  A/I  A/I  A/I  A/I |

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| CRITERIA | ESSENTIAL/  DESIRABLE | METHOD OF ASSESSMENT |
| **Personal Qualities**   * Is supportive of the Church of England ethos and committed to the development of the Christian character of the school, its pupils and staff * A flexible, positive and resilient individual with drive and integrity * Excellent organisational skills * An ambitious and diligent professional who can motivate and inspire others including pupils, teachers, parents and governors * A highly motivated individual that will bring energy, drive and ambition to the role * Willingness to attend and support school events outside the school day * Is an inspirational, committed and innovative leader of learning | E  E  E  E  E  E  E | A/I  A/I  A/I  A/I  A/I  A/I  A/I |
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A = Application

I = Interview Process

This person specification lists the requirements that are necessary to do this job and how they will be assessed. Candidates failing to meet any of the essential criteria will not be shortlisted.