



**ST HELEN'S CATHOLIC PRIMARY SCHOOL
PERSON SPECIFICATION
HEAD OF SEND & INCLUSION**

Please write your supporting statement/letter giving evidence of how you meet each of the essential criteria.

	Essential	Desirable
Qualifications and Training		
1. Degree, QTS	√	
2. National Award for SEN Co-ordination	√	
Experience		
3. Teaching experience	√	Experience in a variety of schools
4. Experience of working at a whole-school level	√	
5. Involvement in self-evaluation and development planning	√	
6. Evidence of working with the Headteacher, staff, governors and parents and building effective relationships	√	
7. Experience of conducting training/leading INSET		√
Professional Knowledge, Skills and Understanding		
8. Knowledge of Trauma Perceptive Practice		√
9. Knowledge of Thrive approach and/or willingness to undertake training		√
10. Ability to plan and evaluate interventions	√	
11. Understanding of what makes 'quality first' teaching, and of effective intervention strategies	√	
12. Working knowledge of school planning, evaluation, assessment, and accountability.	√	
13. Ability to influence and negotiate	√	
14. Effective Communication and interpersonal skills	√	
15. Ability to analyse and use data to inform provision planning.		√



	Essential	Desirable
16. Sound knowledge of the SEND Code of Practice	√	
Promoting the welfare of children		
17. A good understanding of up-to-date policy and practice regarding Safeguarding. Commitment to the safeguarding and well-being of staff and Pupils	√	
18. A good understanding of wellbeing and child mental health issues.	√	
Personal Qualities		
19. Commitment to getting the best outcomes for pupils and promoting the ethos and values of the school	√	
20. Excellent record keeping skills	√	
21. Ability to work well under pressure and prioritise effectively	√	
22. Commitment to safeguarding and equality	√	
23. Commitment to equal opportunities and securing good outcomes for pupils with SEN or a disability	√	
24. Commitment to maintaining confidentiality at all times	√	
Other		
25. Understand and support the Catholic ethos of our Catholic School	√	