

Person Specification

Assistant Headteacher - Designated Safeguarding Lead and Sendco - Greenfields Academy



Factor	Essential	Desirable	Assessment*
Qualification	<ul style="list-style-type: none"> • QTS. • Degree at level 2:2 or above/or equivalent. • National Professional Qualification • Recognised Sendco award • Experienced in a DSL or DDSL role 	<ul style="list-style-type: none"> • A range of ongoing CPD and training in the specific area of expertise • Level 3 or equivalent certification as a DSL 	A, I, R, D
Experience	<ul style="list-style-type: none"> • Experience in working effectively with parents/carers, external professionals and other agencies. • A consistently outstanding teacher • Experience of leadership at whole school level • Experience of successfully supporting others • Experience of effective behaviour management • Experience of working with a governing body • Experience of deploying staff across a whole school • Experience of strategic planning. • Experience of chairing annual reviews and multiagency meetings. • Working in a specialist SEND setting. 	<ul style="list-style-type: none"> • Held Senior Leadership role 	A, I, R
Skills and Knowledge	<ul style="list-style-type: none"> • An ability to support motivate and inspire both pupils and colleagues. • Demonstrate the ability to develop and deliver effective and inspirational professional development. • Ability to review whole school systems to ensure robust evaluation of school performance. • An ability to plan and deliver exceptional learning opportunities to meet a range of abilities and interests • Knowledge of statutory requirements and other legislation relating to Safeguarding/EHCP/Employment • A commitment to the principles of high quality SEN provision • Excellent behaviour management techniques and skills • Ability to use a range of ICT effectively and creatively as a tool for learning 		A, I, R
Personal Attributes	<ul style="list-style-type: none"> • The ability to work independently and contribute as a team member • The ability to determine priorities, be self-motivated and manage time effectively • The ability to communicate effectively with a wide range of people including children, staff, parents and Governors 		A, I, R

	<ul style="list-style-type: none"> • A commitment to their own continuing professional development 		
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**Assessment Method – details how the criteria will be assessed*

A = Application Form, **I** = Interview, **R** = References, **D** = Documentary Evidence