

**Personal Specification:
Assistant Headteacher – Director of SEND and Inclusion**

Candidates must be able to demonstrate the following essential requirements:
Qualifications:
GCSE English and Maths at a grade C or above
Educated to degree level or equivalent
Qualified Teacher Status
National award for SEND coordination, or a willingness to complete this within three years of appointment as required by the SEND Code of Practice
Experience and Knowledge:
At least five years current teaching experience
An excellent classroom teacher with the ability to motivate and enthuse students
A proven track record of successful leadership and management that has raised standards
Working effectively as part of a team
Up to date knowledge of school improvement and effectiveness strategies, including the process of self-evaluation and development planning in schools
Knowledge of processes and systems for implementing a quality assurance process
Understanding school effectiveness in order to develop strategies for improvement
Liaising with appropriate professionals and external agencies to support school improvement and student outcomes
Recruiting and selecting staff applying knowledge of safer recruitment
Appraising staff, to include generating targets that link to whole school priorities, to support their continual professional development
A comprehensive knowledge of the SEND Code of Practice
An understanding of what makes 'quality first' teaching, and of effective intervention strategies
Experience of leading and managing an inclusion provision
Experience of implementing the statutory, legal and national frameworks for students with SEND, medical needs, care and looked after (CLA) children and young carers
Knowledge and experience of supporting students with SEND and additional needs to support their academic progress
Personal and Professional Skills and Attributes:
Able to work collaboratively as part of a team
Able to aspire and lead by example at all times, to include through a period of change
A proven track record of leading, managing and supporting staff
Committed to the culture and ethos of the school
High expectations and professional standards of self and others
Highly motivated, enthusiastic, positive and resilient
Strong self-awareness as well as demonstrating emotional intelligence
Effective communication skills with all stakeholders
A commitment to consistently strive for very high academic standards, expectations and progress, with a focus on students with SEND or additional needs
Able to use data to assess prior attainment, track and monitor progress as well as set clear aspirational targets for staff and students
Excellent organisational skills and be able to work under pressure
Creative, innovative, supportive and able to manage change effectively
Able to manage and resolve conflict effectively and transparently
Committed to continual personal and professional development of yourself and others

The assessment of the applicant against the afore mentioned specification points will be evidenced from the application form, letter of application and interview process.