**Heron Park Primary Academy**

**Assistant Headteacher – Inclusion**

**Person** **Specification**

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| **MAIN PURPOSE OF THE ROLE** | | | |
| The role of **Assistant Headteacher – Inclusion** plays a key role in the senior leadership team of the school. The post holder will lead the inclusion team to ensure all our pupils achieve their full potential, by having responsibility for ensuring exemplary Safeguarding practice, as the school’s Designated Safeguarding Leader, and effective SEND provision, as the school’s SENDCo. The Assistant Headteacher for Inclusion will also be responsible for the effective implementation of the school’s Behaviour policy, so that pupil behaviour is of the highest possible standard. | | | |
| **Person Specification** | | | |
| **Aspect** | **Requirement** | **Essential** | **Desirable** |
| Qualification | Qualified teacher status | x |  |
| NPQML, NPQSL or equivalent |  | x |
| Holder of National Award for Special Educational Needs Coordination |  | X |
| If the National Award for Special Educational Needs Coordination is not held, the willingness to complete the training within twenty four months of appointment | X |  |
| Designated Safeguarding Lead Training |  | x |
| Experience | Recent experience in EYFS, Key Stage 1 or Key Stage 2 | x |  |
| Proven track record in bringing about improvement in pupil outcomes | X |  |
| Evidence of different leadership and management roles in an educational context | x |  |
| Use of innovative approaches to the development of teaching and learning |  | x |
| Experience of Ofsted processes |  | x |
| Record of recent professional development | x |  |
| Experience of using online safeguarding systems such as CPOMS |  |  |
| Leadership in pastoral/pupil personal development | x |  |
| Track record in working with, and impacting on, parental engagement | x |  |
| Experience of leading a curriculum area with demonstrable impact | x |  |
| Experience of leading and managing staff | x |  |
| Experience of meeting the needs of SEND pupils | X |  |
| Knowledge & understanding | Thorough knowledge and understanding of national curriculum and current developments | x |  |
| Thorough knowledge of the SEND code of practice | X |  |
| Thorough knowledge of KCSIE 2021 and its application | x |  |
| Understanding of the principles of nurture and how they can be best used in specialist settings and classrooms |  | X |
| In depth knowledge of best practice in teaching and learning to support pupil achievement | x |  |
| Knowledge of curriculum and best practice in relation to EYFS, Key Stage 1 or Key Stage 2 | x |  |
| Abilities & skills | Demonstrable ability to manage change effectively |  | x |
| Ability to use pupil data in order to set aspirational and challenging targets | x |  |
| Ability to develop an ethos and structure for managing behaviour which enables pupils to become independent and self-managing in the classroom. | x |  |
| Ability to work effectively as part of the school team and with governors, trustees, pupils and parents/carers. | x |  |
| Ability to prioritise | x |  |
| Excellent communication (written, oral and presentation skills) | x |  |
| Excellent interpersonal skills | x |  |
| Ability to empathise with the personal challenges pupils face and devise ways for these to be overcome |  |  |
| Excellent self-awareness and ability to manage self | x |  |
| Willingness to learn from others and both seek and take advice | x |  |
| Equality | Ability to integrate equality policies into action | x |  |
| Safeguarding | Ability to develop an appropriate environment which ensures the safety of all users of the Academy | x |  |
| Ability to lead effective multi agency work to meet the needs of HPPA’s children | x |  |
| Other requirements | Resilience, the ability to work under pressure and to meet deadlines | x |  |
| A commitment to AAT’s vision, values and ethos | x |  |
| A commitment to the academies programme | x |  |
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AAT are committed to safeguarding and promoting the welfare of its pupils and expects all employees and volunteers to share this commitment. This post is subject to an enhanced DBS check and background identity checks.