** Whitefield Primary School - Person Specification: Assistant SENCO**

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| **Characteristics** | **Essential** | **Desirable** | **Evidence** |
| **Qualifications** | GCSE or equivalent in Maths and English Grade C or aboveDegree qualification or equivalent | Relevant teaching or SEND qualification | A,IA |
| **Experience and Knowledge** | Knowledge of external agenciesExperience of using management information systemsExperience of working with young people in a school setting | Knowledge of all Attachment & Trauma sensitive practiceExperience of working with vulnerable pupils | A,I,RA,IA,I |
| **Skills** | Ability to undertake a variety of administrative functionsAbility to demonstrate knowledge and understanding of the SEND Code of Practice and legislationAbility to work independently, prioritise workload, manage time effectivelyUndertake self initiated CPD and training provided by the schoolA commitment to the inclusive ethos of the schoolAn understanding of the practice of confidentiality in schoolA commitment to safeguarding and promoting the welfare of children | Ability to demonstrate knowledge and understanding of using basic diagnostic tests for identifying specific needs | A,IA,IA,I,RA,IA,IA,IA,I |
| **Personal Attributes** | Good organisation skillsAbility to work as part of a teamAbility to communicate verbally and in writing with a range of people including parent/carers, staff, governors, visitorsCommitment to Quality First teaching and inclusive practices |  | A,I,RA,I,RA,IA,I |