Alder Community High School
Mottram Old Road | Gee Cross | Hyde | Cheshire | SK14 5NJ
T: 0161 368 5132 E: admin@alderchs.uk
Headteacher: Mrs M Critchlow BA (Hons) NPQH

Assistant SENDCo and Medical Lead

Person Specification

	ESSENTIAL	DESIRABLE	How this will be identified
SKILLS AND EXPERIENCE	• Experience of teaching whole classes or large groups of children aged 11-18 • Able to motivate and inspire children and young people to achieve • Ability to supervise children effectively • Excellent organisational and time management skills • Familiar with ICT packages including Microsoft Office software • Ability to fulfil all spoken aspects of the role with confidence	• Experience of working with students with individual educational needs • Ability to drive a minibus	Application / Interview / References
QUALIFICATIONS	• 5 GCSE's or equivalent (A-C) including English and Maths • Qualifications equivalent to NQF Level 3 • HLTA Status or equivalent	• Health and safety qualification, e.g, First Aid	Interview / Documents
TRAINING	• Training in relevant learning strategies e.g. literacy. • Evidence of self-development • Willing to undertake training as required and assist in training colleagues	• Evidence of training of a particular learning difficulty	Application / Interview / Documents
SPECIAL KNOWLEDGE	• Knowledge of National Curriculum • Knowledge of education and policies and procedures relating to working in a school • Understanding of principals of child development and learning processes	• Multi-agency working	Application / Interview / References

	• Knowledge of health and safety issues		
PERSONAL CIRCUMSTANCES	• Flexible in terms of working evenings on occasion in line with school calendar • Eligible to work in the U.K. • No contra-indications in personal background/criminal record indicating unsuitability to work with children/young people	• UK valid driving license	Interview / References Documents
DISPOSITION/ **ATTITUDE**	• Understanding and commitment to Inclusion • Ability to remain calm under pressure and meet deadlines • Ability to use initiative in varying demands of the role • Ability to communicate effectively at all levels • Flexible and positive approach to change • Willing to work as part of a team • Professional and self-motivated • Ability to maintain a high level of confidentiality and discretion at all times.		Interview / References
PRACTICAL/INTELLECTUAL SKILLS	• Ability to plan effective activities for students • Creative	• Able to contribute to the wider school community and activities	Application / Interview / References
PHYSICAL/SENSORY	• Must be able to perform all duties and responsibilities in work location with reasonable adjustments where appropriate.		Interview
EQUALITY & SAFEGUARDING	Candidates should indicate an acceptance of, and a commitment to, • the principles of the school's equal opportunities policies and practices as they relate to employment issues and to the delivery of services to the community". • safeguarding and promoting the welfare of children and young people		Interview