PERSON SPECIFICATION: Deputy SENCO



ATTRIBUTES	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
KNOWLEDGE	 □ Understanding of relevant policies/code of practice and awareness of relevant legislation, commitment to keep abreast of developments in the specialism and changes to legislation. □ Understanding of the Local Offer. Understanding of learning processes, barriers to learning and behaviour management strategies to facilitate □ delivering learning activities effectively. Understanding of children's educational and emotional needs. 	☐ Commitment to developing SEND knowledge through subject specific research/CPD.
SKILLS	 □ Excellent standard of oral and written communication skills and ability to understand and convey complex needs and information. □ Good organisational skills. □ Excellent interpersonal skills. □ Good working knowledge of IT, ability to use internet effectively and knowledge of Bromcom. □ Have good administrative skills. 	
EXPERIENCE	 □ Demonstrable, recent experience working within SEN □ Proven experience of working effectively with SEND students, students with additional needs and/or disabilities on an individual □ basis or in groups. Experience of researching, □ planning and evaluating learning activities. Demonstrable experience of working effectively □ with parents/carers of young people and external agencies. Experience of developing and implementing individual student development plans, assessments and a range of interventions 	☐ Previous experience of supervising staff. ☐ Experience, under appropriate supervision, of planning, preparing and delivering effective interventions.

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ATTRIBUTES	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
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ABILITIES	 □ Work collaboratively to reach targets and outcomes for children. □ Work constructively as part of a team, understand classroom roles and responsibilities and own position within these. □ Able to self-evaluate learning needs and actively seek learning opportunities. □ Able to maintain confidentiality. □ Able to engage constructively with a wide range of stakeholders such as students, parents/carers and external organisations. □ Able to work flexibly and respond to developing needs.
PERSONAL ATTRIBUTES	A keen interest in working with children and commitment to promote the inclusion and acceptance of all students. Empathy and excellent listening skills. A caring and understanding attitude. Possess emotional intelligence and resilience. Able to remain calm under pressure and make good decisions. Patient, calm and work well under pressure. Confidence to manage and supervise classes or specific provision effectively.
EQUALITY	 □ An understanding of, acceptance and commitment to the fundamental principles of equal opportunities. □ Able to work in a way that promotes equality of opportunity and respect for diversity. □ Proactive and passionate about equality, diversity and inclusion. □ Ability to communicate effectively with people from a variety of backgrounds.
SAFEGUARDING	 Evidence of a commitment to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Able to work in a way that promotes the safety and well-being of children and young people. This role involves working with children on a daily basis and is therefore in regulated activity.