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| Oakmere Primary School Person Specification - Inclusion Manager MPS/UPS TLR2A |  |

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| **Selection criteria** – all are essential except those marked \* which are desirable  |
| Qualifications and experience  | 1. Qualified teacher status  |
| 2. National Qualification for Special Educational Needs Co-ordination \*  |
| 3. Proven track record of CPD  |
| 4. Further specialist qualification in an aspect of SEN eg. ASD, EBD, SpLD \*  |
| 5. At least 3 years successful teaching experience within the primary age range  |
| 6. Evidence of sound knowledge of effective quality first teaching and intervention strategies  |
| 7. Demonstrable experience in working collaboratively with parents, colleagues, governors and the local community\*  |
| 8. Experience of monitoring and evaluating effective teaching and learning\*  |
| 9. Proven experience in effective liaison with a range of outside agencies\*  |
| Professional knowledge and understanding  | 1. Knowledge and understanding of the expectations within the current EYFS and National Curriculum  |
| 2. Knowledge and understanding of current developments and best practice in SEN legislation and all aspects of inclusion and pastoral care  |
| 3. Knowledge of the range and types of interventions available  |
| 4. Confident use of ICT, including classroom technologies  |
| 5. The effective management of provision for SEN  |
| 6. Understanding of child protection procedures and safeguarding children  |
| Abilities and skills  | 1. Ability to use performance data to inform provision mapping and planning  |
| 2. Ability to lead and manage people to work effectively, both individually and in teams  |
| 3. Produce and update CAF forms, EHC plans and other statutory documents  |
| 4. Ability to deal sensitively with people  |
| 5. Show excellent time and management skills and analyse, prioritise and meet deadlines  |
| 6. Ability to communicate effectively, taking into account the views of others, including effective oral and written communication and excellent presentation skills  |
| 7. Ability to organise work effectively, prioritising and managing time, working under pressure to meet deadlines and setting personal goals  |
| 8. Ability to promote the learning ethos of the school, supporting our vision for excellent education which develops happy, confident, successful and caring global citizens  |
| 9. Ability to ensure environments within the school are welcoming, inclusive and fully supportive of all children achieving their very best  |
| Personal qualities  | 1. A commitment to inclusive education and a willingness to respond to the needs of all learners  |
| 2. Ambition, energy, enthusiasm, determination and drive to develop your role  |
| 3. Reliability, professionalism and integrity  |