

CLIFTON CE (VC) PRIMARY SCHOOL

APPOINTMENT of Primary Teacher & SENCO Full Time from September 2025

Person Specification

The ideal candidate should have:

Qualifications / Experience / Training

- DFES recognised Qualified Teacher Status
- The SENCO qualification, or willingness to start the new National Professional Qualification (NPQ) for SENCOs immediately and see it through to achieving the award (if successfully appointed)
- Successful teaching experience across the primary age range
- Successful experience of working with children with SEND
- Evidence of successful, efficient record keeping
- Evidence of recent relevant professional development
- Good experience of teaching phonics and reading
- Good experience of subject leadership whole school
- Ideally taken responsibility for planning, organising and improving a range of curriculum areas and other school activities (or be willing to do so)
- Experience of working with parents, members of the community and external agencies

Knowledge / understanding of:

- Safeguarding
- The role of the SENCO
- Children with SEND
- Awareness of issues particular to small schools and mixed age classes
- What constitutes an excellent Church School
- A range of effective teaching and assessment methods
- Strategies to continue to raise pupils' achievement
- Current educational developments and their implications for schools
- Equal opportunities and demonstrate commitment to their pursuit

Leadership Skills

- Support / uphold the clear vision and ethos of the school and of its needs as a Church School
- Motivate and inspire pupils, staff, parents, governors and the wider community
- To coordinate and lead on SEND provision within the school
- To lead on and support all other staff with SEND provision for children in their classes, as well as their own class
- Understand and value others and maintain a commitment to developing potential
- Set achievable, yet challenging targets against which to measure progress
- Seek to progress own professional development and career and be keen to take on responsibility

Communication Skills

- Sustain good communication systems within school and with outside agencies
- Provide clarity such that the pupils know what is expected of them within the curriculum and of their behaviour
- Communicate well, orally and in writing to a range of audiences and for a variety of purposes
- Create and maintain excellent records and files for all pupils with SEND
- Communicate clearly with parents and foster professional relationships

Personal Skills / Attributes

- To have a genuine interest in improving the life opportunities for all children including those with SEND
- To be very well organised and prepared in the role
- To be ambitious, energetic and inspirational, as well as patient
- To be cheerful and demonstrate a good, appropriate sense of humour
- To make a positive impact, with good presence and authority
- To demonstrate integrity and reliability
- The ability to work flexibly and sensitively
- The ability to work under pressure and to deadlines
- The ability to make sound judgements, to anticipate and solve problems and to identify opportunities
- To demonstrate a high level of interpersonal skills in dealing with people