

## Person Specification

|                            |           |
|----------------------------|-----------|
| <b>Job Title:</b>          | SENCO     |
| <b>Salary &amp; Grade:</b> | MPS - UPS |
| <b>Reports to:</b>         | Principal |

***The White Horse Federation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We therefore expect all staff and volunteers to work to and within school policies and procedures, including safeguarding, child protection and health and safety.***

***This post is subject to satisfactory references which will be requested prior to interview, an enhanced Disclosure and Barring Service (DBS) check, medical check, evidence of qualifications, plus verification of the right to work in the UK.***

|                                                                                                                                                              | Essential                           | Desirable                           | Identification Method         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|-------------------------------|
| <b>Education &amp; Qualifications</b>                                                                                                                        |                                     |                                     |                               |
| QTS / Recognised teaching qualification                                                                                                                      | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Application Form<br>Interview |
| NVQ 4 or equivalent qualification or experience in relevant discipline                                                                                       | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Application Form<br>Interview |
| 5 GCSE grade C+ inc. Maths and English                                                                                                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Application Form<br>Interview |
| <b>Relevant Experience</b>                                                                                                                                   |                                     |                                     |                               |
| Experienced Teacher                                                                                                                                          | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Application Form<br>Interview |
| Experienced SENCO or have completed the equivalent qualification                                                                                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Application Form<br>Interview |
| Able to lead and report on the schools SEN/Inclusion work on behalf of the Principal                                                                         | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Application Form<br>Interview |
| Experience of Safeguarding Lead or Deputy Safeguarding Lead                                                                                                  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Application Form<br>Interview |
| Line management experience as Team Leader in order to lead and manage the in-school intervention team as well as commissioned services and external agencies | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Application Form<br>Interview |

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|------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|----------------------------|
| Current/recent experience/high level understanding and application of CAF/TAC processes                                            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Application Form Interview |
| Current/recent experience/high level understanding and application of SEND policies and code of practice                           | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Application Form Interview |
| Current/recent experience/high level understanding and application of the Safeguarding agenda/child protection policy and practice | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Application Form Interview |
| Current/recent experience/high level understanding and application of working with vulnerable families and children                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Application Form Interview |
| <b>Skills &amp; Abilities</b>                                                                                                      |                                     |                                     |                            |
| Promote the school's aims positively                                                                                               | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Application Form Interview |
| Develop good personal relationships within a team                                                                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Application Form Interview |
| Excellent time management with ability to prioritise with attention to detail                                                      | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Application Form Interview |
| Establish and develop close relationships with parents, governors and the community                                                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Application Form Interview |
| Communicate effectively (both orally and in writing) to a variety of audiences                                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Application Form Interview |
| <b>Disposition, Values &amp; Behaviours</b>                                                                                        |                                     |                                     |                            |
| Willingness to attend further relevant study in relation to their role                                                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Application Form Interview |
| Commitment to own professional development                                                                                         | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Interview                  |
| Able to negotiate relevant contracts within budget parameters                                                                      | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Application Form Interview |
| Excellent problem solver                                                                                                           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Application Form Interview |
| <b>Contacts and Relationships</b>                                                                                                  |                                     |                                     |                            |
| Establish constructive relationships and communicate with other agencies / professionals                                           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Application Form Interview |

|                                                                                                                 |                                     |                          |                            |
|-----------------------------------------------------------------------------------------------------------------|-------------------------------------|--------------------------|----------------------------|
| Deal with complex parent and family situations                                                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Application Form Interview |
| Provide advice and guidance to staff and others                                                                 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Application Form Interview |
| Line management of internal intervention team as well as external agency provision / commissioned services      | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Application Form Interview |
|                                                                                                                 |                                     |                          |                            |
| <b>Physical, Mental and Emotional Demands</b>                                                                   |                                     |                          |                            |
| Front line working with vulnerable pupils and parents dealing with domestic violence, child protection and SEND | <input type="checkbox"/>            | <input type="checkbox"/> | Application Form Interview |
| Quality assuring commissioned provision and holding other to account for service delivery                       | <input type="checkbox"/>            | <input type="checkbox"/> | Application Form Interview |
| Motivating staff and tackling underperformance                                                                  | <input type="checkbox"/>            | <input type="checkbox"/> | Application Form Interview |
| Managing a team                                                                                                 | <input type="checkbox"/>            | <input type="checkbox"/> | Application Form Interview |
| Line Management                                                                                                 | <input type="checkbox"/>            | <input type="checkbox"/> | Application Form Interview |