**PERSON SPECIFICATION**

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| Job Title:  | **HLTA specialising in SEND** | Salary: **Grade 4** |
| Location:  | **Meadow Park School** |  |
|  | **Criteria** | **Assessments** |
| **KNOWLEDGE** | * Understanding of challenges facing young people which may prevent them from learning
* Understanding the types of SEN encountered in school and methods of providing support
* Understanding of relevant codes of practice and legislation
 | A & IA & IA & I |
| **SKILLS****&****ABILITIES** | * To effectively use ICT and use of other equipment
* Ability to relate well to children and adults and form constructive relationships
* Able to work independently but also a good team member
* Ability to self-evaluate learning needs
* Excellent communicator both oral and written
* Ability to devise implement and monitor individual action plans for students
* Ability to engage constructively, and relate to young people who may have a range of individual needs
* Ability to work effectively and network with professional support services and parents
* Commitment to improving the lives and learning opportunities of young people
* Good time management
* Good organisational skills
* Flexible approach
 | ARRRA & RA & IA.I&RR & IR & II & RA & IR |
| **EDUCATIONAL** | * Good literacy and numeracy skills
* 5 GCSE’s grades A-C including Maths and English (or equivalent)
* NVQ level 3 in education or equivalent qualifications and or experience
* HLTA Diploma or equivalent qualification or experience
 | Certificates |
| **EXPERIENCE** | * A proven track record of relevant work with young people in one of a range of fields including education, youth work, health and social work
* Experience of supporting children with SEND is desirable but training is available if required
 | R |
| **OTHER** | This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. A Disclosure and Barring Service check will be required prior to appointment. | DBS |

***A= Application I = Interview R = Reference***