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| --- | --- | --- | --- |
| **Person Specification** | **APPL (Academic and Pupil Pastoral Lead)** | | |
| **Essential** | **Desirable** | |
| **Qualifications** | QTS (or working towards) | Certificates/courses in pupil welfare related issues | |
| **Knowledge** | How pupils make academic progress  Understanding of the Pupil Progress Policy  Understanding of special educational needs in this setting  KCSIE | Young people’s personal development  Latest educational thinking and publications  Statutory responsibilities around attendance, safeguarding and SEND | |
| **Skills** | IT literate  Conflict Management  Team work and collaboration | Influence | |
| **Experience** |  | Mentor  Working with outside agencies | |
| **Personal Qualities** | **Emotional self-awareness**  Accurate self-assessment |  | |
|  | Self-confidence |  | |
|  | Emotional self-control |  | |
|  | Transparency |  | |
|  |  |  | |
|  | **Adaptability** |  | |
|  | Achievement orientation |  | |
|  | Initiative |  | |
|  | Optimism  **Empathy**  Organisational awareness  Service orientation  Developing others  Inspirational leadership |  | |
| **Reporting to** | **TBA** | | |
|  |  |  |  | |