

Person Specification – Inclusion Leader

CRITERIA	QUALITIES	
	Essential	Desirable
Qualifications and training	<ul style="list-style-type: none"> • Qualified teacher status • Degree • National Award for SEN Co-ordination, or willingness to complete within 3 years of appointment 	<ul style="list-style-type: none"> • Designated Senior Person Training
Experience	<ul style="list-style-type: none"> • Experience working with children with SEND • Experience supporting and working with parents of children with SEND / vulnerable learners • Experience planning and delivering targeted interventions • Teaching experience • Experience of working at a whole-school level • Experience of working with children who have English as a second language • Experience working with disadvantaged children • Knowledge of Pupil Premium 	<ul style="list-style-type: none"> • Performance Management of others • STEPS therapeutic approach to behaviour knowledge • Involvement in school self-evaluation • Experience of leading teaching assistants within and beyond the classroom • Knowledge of PPG strategy • Experience leading INSET
Skills and knowledge	<ul style="list-style-type: none"> • Understanding of the graduated approach to SEND • Assessment of individual pupils • Safeguarding of children and young people • Knowledge of the EHCP process • Sound knowledge of the SEND Code of Practice • Ability to plan and evaluate interventions • Data analysis / tracking skills and the ability to use data to inform provision • Good record-keeping skills 	<ul style="list-style-type: none"> • Managing specific budgets: eg/ the SEND budget / PPG • Experience of leading Mental Health and Well-Being strategies • Knowledge of external agencies in the local area who may be called on
Personal qualities	<ul style="list-style-type: none"> • Patient, calm and a sense of humour • Effective communication and interpersonal skills • Able to create good relationships with children, staff, parents and external agencies • Organisation, time management, proactive and self-motivated • An advocate for children with SEND and vulnerable learners • A commitment to getting the best outcomes for all pupils • Ability to work under pressure and prioritise effectively • Commitment to maintaining confidentiality at all times 	