

Person Specification

Job Title	Assistant Headteacher- SENDCO and Inclusion (Primary Campus)		
School	Seven Kings School	Salary Range	Leadership Scale 8-13
Selection Criteria			
Education and Qualifications: <ul style="list-style-type: none"> ▪ Degree status and DCSF recognised qualification ▪ Qualified Teacher Status ▪ SENDCO qualification essential 			
Experience and Training: <ul style="list-style-type: none"> ▪ Experience of teaching pupils with a wide range of SEND ▪ A proven record of successful leadership in a post of substantial responsibility ▪ A proven record of leading an inclusion agenda ▪ An understanding of the local and national context of the issues and laws regarding inclusion ▪ Successful teaching experience across the primary age range ▪ Successful experience of monitoring and evaluation practices ▪ Successful experience of involvement in the provision of training in a school ▪ Commitment to further professional development ▪ Evidence of working on a whole school initiative in a leading capacity demonstrating a strategic approach ▪ Experience of teaching in a Primary School 			
Knowledge, understanding and skills: <ul style="list-style-type: none"> ▪ Knowledge and understanding of issues related to the promotion of effective learning and teaching ▪ Knowledge and understanding of current curriculum developments ▪ Knowledge and understanding of current assessment and target setting practices, including statutory requirements ▪ The ability to interpret and use data to inform personalised support and targeted intervention ▪ A knowledge of strategies to promote positive behaviour and discipline and social inclusion ▪ A knowledge of effective strategies for staff development and the nurturing of future talent ▪ Excellent IT skills and a good awareness of the role of IT in supporting learning and teaching ▪ An understanding of issues related to effective leadership and management ▪ Evidence of skills relating to school self-review and improvement ▪ A commitment to high achievement for all students ▪ The ability to accept the full role of a SLT member and to advise the Headteacher on whole school strategy and direction ▪ Excellent knowledge and understanding of the SEND Code of Practice ▪ Excellent knowledge and understanding of how to write and deliver effective Individual Education Plans for pupils with SEND ▪ Excellent knowledge of current assessment and target setting practices, including Key Stage 1 and 2 Standardised Attainment tests ▪ Excellent knowledge and understanding of strategies to promote positive behaviour, discipline and social inclusion ▪ A knowledge and understanding of policies and procedures relating to Child Protection, Health and Safety and Security, Confidentiality and Data protection desirable ▪ The ability to lead and manage a team and to support and develop new colleagues 			

Personal qualities:

- Strong personal values and motivation to lead in line with the ethos Seven Kings School
- Strong and personal values around the inclusion agenda and equal opportunities
- Unconditional positive regard for young people
- Excellent leadership and management skills in nurturing both students and staff; evidenced understanding of and the ability to respond to cohorts and the needs of individual students to make them feel they belong
- Vision, and the ability to be strategic – to stand back, see the totality of the picture, spot/be responsive to trends, plan, communicate, influence others and win their support and commitment
- Record in developing talented teachers, supporting and motivating staff
- Excellent inter-personal skills; evidence of good relationships with students, parents and colleagues
- Excellent verbal and written communication skills
- The ability to communicate well and persuasively with a range of audiences, staff, parents, students, external agencies
- An enthusiasm for the post and ability to motivate and inspire and influence pupils, staff, parents / carers and Governors
- A high level of commitment to the school and its continuing development
- Flexibility and the ability to balances priorities and absorb pressure

General:

- Be aware of and comply with policies and procedures relating to safeguarding and promoting the welfare of children, health, safety and security, confidentiality and data protection
- To demonstrate an understanding of and commitment to equal opportunities and diversity and to the standards of customer care
- Be responsible for own health and safety as well as that of colleagues, pupils and the public