 **St Paul’s CE Primary School**

**Person Specification – Inclusion Coordinator.**

|  |  |  |
| --- | --- | --- |
| **Specification** | **Essential** | **Desirable** |
| **Qualifications** | * Degree * QTS * Proven track record of leading a successful SEN/School team. * SEN qualification:-National Award for SEN Coordination | * Further qualifications in SEN**.** |
| **Experience** | * Recent & relevant teaching experience (at least 4 years). * Recent experience of assessment and tracking pupil progress. * Experience of organising & delivering INSET. * Experience of leading a team. * Experience of teaching children with diverse learning needs. * Experience in working with external professionals to support pupils with additional needs. * Experience in working with and supporting parents, gaining trust and building productive relationships. | * Experience of producing IEP’s and relevant paperwork relating to SEND/EBD pupils. * Experience in effective liaison with a range of agencies and extended services. |
| **Knowledge, Skills and Abilities** | * Good understanding of intervention programmes. * Good understanding of the SEN Code of Practice/ Current inclusive practice. * Ability to communicate effectively both orally and in writing (including use of ICT). * Excellent interpersonal skills. * Excellent organisational skills. * Commitment to equality of opportunity and inclusive practices. * An ability to manage change and evolve systems to maximise impact. | * Leading SENCO experience. * Experience of Child Protection procedures. * Knowledge of issues relating to Child Protection and the care of Looked After Children. * CP Designated Teacher Training – Level 3 |
| **Personal Qualities.** | * The ability to motivate and inspire children and staff in order to strive for excellence. * A commitment to the Christian Ethos of the school. |  |

**John Wright – October 2022**