 **PERSON SPECIFICATION**

***EDUCATION TO UNDERSTAND THE WORLD AND CHANGE IT FOR THE BETTER***

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| **Post** | Inclusion Officer for SEND – Maternity Cover |
| **Grade** | Scale 5 |
| **Responsible to** | SENDCO |
| **Working hours** | 35 hours per week, 39 weeks per annum, 9:00am to 5.00pm |

**Selection Criteria**

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| **Training Qualifications and Experience** | Candidates must demonstrate that they have:* Minimum BSL Level 2
* A good quality degree or relevant experience
* Level 2 qualifications in English and Maths, preferably GCSE
* Evidence of further work related qualifications
* Competence in using ICT
* experience of secondary age children
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| **Personal, Professional Qualities and Attributes** | Candidates should demonstrate that they * have a knowledge of Deaf Education issues and priorities
* an ability to use different modes of communication for hearing impaired children.
* can support the Head Teacher in fulfilling the School Vision and Plan
* have the ability to work in partnership with other members of a team
* have excellent organisational skills
* have a professional, kind and calm manner
* communicate effectively with, and command the confidence and respect of students and parents/carers
* have an excellent attendance and punctuality record
* ability to be flexible within the demands of the role
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| **Professional Knowledge and Understanding** | Candidates should demonstrate that they have* the ability to form and maintain appropriate relationships and personal boundaries with children and young people
* a strong grasp of the principles and practice of educational inclusion, diversity and access
* a commitment to safeguarding all young people

They should be able to * Develop an understanding of the special educational needs of the student/s concerned.
* take into account the student/s’ special needs and ensure their access to the lesson and its content through appropriate clarification, explanations, equipment and materials.
* build and maintain successful relationships with student, treat them consistently, with respect and consideration.
* help promote independent learning, study and organisational skills and reinforce learning.
* assist students with physical needs.
* model good practice
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