

Person Specification

Role	Referral and Assessment Lead
Service	R.E.A.L Education, R.E.A.L Independent School, or R.E.A.L Alternative Provision School
Location	Various
Accountable to	Referral and Assessment Coordinator

Knowledge	<u>Essential</u>	<u>Desirable</u>
Demonstrate an awareness of current practice and theories in the management of behaviour, and the social/communication needs of young people and their families		X
Knowledge of relevant legislation and guidance and implications for local policy, procedure and practice (e.g. The Children's Act 2004, Children and Families Act 2014) including the education of children with SEN		X
Demonstrate an understanding of statutory education and/or training pathways reflecting the current breadth of curriculum available to children and young people from KS2 through to KS5	X	
Demonstrate an understanding of statutory education assessments pertinent to the area of R.E.A.L in which the lead role is linked (e.g. KS2/3 assessments in R.E.A.L Independent School and/or KS4/5 assessments in R.E.A.L Alternative Provision School)	X	
Experience		
Four years experience of working with children and young people or vulnerable adults within an education, health or social care setting	X	
Extensive experience of using holistic approaches with young people and their families to assess need and plan relevant programmes of support	X	
Experience of leading and chairing integrated professional meetings and processes (e.g. CAF Lead Professional)		X

Demonstrate experience of caseload management and the coordination of education, health or social care provision within multi-agency environments		X
Have relevant experience of reviewing and evaluating strategies for young people to achieve, and monitoring their individual education plans	X	
Experience of delivering relevant professional training to peers		X
Skills		
Able to demonstrate effective communication	X	
Demonstrate a wide variety of ICT skills (e.g. an understanding of google cloud and associated applications and esafety)	X	
Demonstrate effective record keeping with a clear understanding of the Data Protection Act and sharing information protocols	X	
Demonstrate an ability to track, monitor and analyse individual progression data	X	
Demonstrate an ability to work collaboratively with young people, their families, and a wide variety of other teaching and support staff, across different geographical areas	X	
Education and Training		
To hold a minimum Level 3 qualification in a related field	X	
To be able to produce evidence of previous CPD (e.g. first aid, safeguarding training, diversity training, CAF/EHC training, IOSHH)	X	
To hold L3+ qualification in SEN support and/or teaching		X
Qualities		
Must hold a UK Driving Licence	X	
Understand the importance of adhering to the organisation's policies, procedures and practices	X	
Be committed to delivering holistic family interventions	X	
Be driven to provide positive outcomes to children, young people	X	

and vulnerable adults		
-----------------------	--	--

Where internal employees do not meet particular essential criteria but have proven outstanding performance the organisation reserves the right to further progress their application