

Malmesbury Park Primary Academy School

ELF Team – Person Specification

Category	Essential	Desirable	Assessed through
Qualifications	<ul style="list-style-type: none"> GCSE English and Maths 	<ul style="list-style-type: none"> Current CPD relating to SEND 	<ul style="list-style-type: none"> Letter of application
Experience:	<ul style="list-style-type: none"> Experience of working in a school Experience of working successfully with partners in the local community Experience of working with parents and external agencies Experience of working with children with a variety of special educational needs 	<ul style="list-style-type: none"> Experience of taking responsibility for the delivery of lessons to groups of students Experience of key worker responsibilities relating to significant SEN issues 	<ul style="list-style-type: none"> Letter of Application Interview
Knowledge, Skills and abilities	<ul style="list-style-type: none"> Knowledge of child protection procedures and an understanding of the need for compliance with these procedures Knowledge of behaviour management strategies Knowledge of strategies for working with students with a variety of special needs Ability to lead and work collaboratively in a team Able to communicate effectively orally and in writing Ability to inspire and motivate staff and students Understanding of equal opportunities issues in schools Ability to be flexible and adapt to children High level of interpersonal skills and the ability to form good relationships with students, colleagues and parents Well organised and efficient including completing agreed tasks within set timescales Confident and proactive approach to problem solving – self-motivated and selfdisciplined 	<ul style="list-style-type: none"> Sound knowledge of national policies and developments in SEN education Ability to present effectively to a range of audiences 	<ul style="list-style-type: none"> Letter of application Interview

	<ul style="list-style-type: none"> • Sound ability to use ICT packages and systems 		
Personal qualities	<ul style="list-style-type: none"> • Likes young people and enjoys being with them • Friendly • Hard-working • Has high expectations of self and students • Reliable, punctual and responsible • Puts a high value on treating others with respect and courtesy • Committed to inclusion • Resilient and able to work under pressure • High standard of professionalism in manner and dress/appearance. • Genuine passion for helping students to develop • Good sense of humour, realistic, positive and upbeat • Enthusiasm, ambition and vision • Commitment to raising achievement, attainment and aspirations of students • Personal and professional commitment to the philosophies of the school • A willing contributor to wider school effectiveness including whole school, extra-curricular activities • Very good health and attendance record. 	<ul style="list-style-type: none"> • Willing to take part in CPD relating to pastoral matters 	<ul style="list-style-type: none"> • Letter of application • Interview