

## Person Specification – Inclusion and Safeguarding Officer

Attribute	Essential	Desirable	How identified
Qualifications	<ul style="list-style-type: none"> <li>5+ GCSE A* - G (or equivalent) including English and Mathematics.</li> </ul>	<ul style="list-style-type: none"> <li>5+ GCSE A* - C (or equivalent) including English and Mathematics.</li> <li>A degree or higher-level qualification in a relevant subject.</li> </ul>	<ul style="list-style-type: none"> <li>Application</li> <li>References</li> </ul>
Knowledge and skills	<ul style="list-style-type: none"> <li>Knowledge of safeguarding issues surrounding children.</li> <li>Knowledge of the SEND challenges faced by young people.</li> <li>Knowledge of the social, emotional and mental health needs of young people.</li> <li>Knowledge of EHCP &amp; SEMH processes.</li> <li>Knowledge of how to deescalate behaviour incidents</li> <li>Knowledge of how to track student academic progress.</li> <li>Good ICT skills</li> </ul>	<ul style="list-style-type: none"> <li>A good understanding of Positive Discipline.</li> <li>An understanding of alternative provisions available in Leeds.</li> <li>Knowledge of the fair access process in Leeds.</li> </ul>	<ul style="list-style-type: none"> <li>Application</li> <li>References</li> <li>Teaching exercise</li> <li>Interview and practical activities</li> </ul>
Experience	<ul style="list-style-type: none"> <li>Recent experience working in a secondary school.</li> <li>Experience supporting students to improve behaviours.</li> <li>Experience managing matters of inclusion and safeguarding in a secondary school.</li> <li>Experience as a 'Designated Safeguarding person'</li> <li>Experience working within the inclusion team of a large secondary school.</li> <li>Experience working with primary schools to support transition.</li> <li>Experience responding to complaints from parents.</li> <li></li> </ul>	<ul style="list-style-type: none"> <li>Experience supporting students to overcome personal barriers to academic success.</li> <li>Experience working with a variety of external agencies to support young people.</li> <li>Experience of leading intervention sessions to young people.</li> </ul>	<ul style="list-style-type: none"> <li>Application</li> <li>References</li> <li>Interview and practical activities</li> </ul>
Continuous Professional Development	<ul style="list-style-type: none"> <li>Evidence of commitment to continuing professional development.</li> <li>Experience providing training to others.</li> </ul>		<ul style="list-style-type: none"> <li>Application</li> </ul>

<p>Personal Qualities</p>	<ul style="list-style-type: none"> <li>• A passion for education and making a difference.</li> <li>• Excellent communicator.</li> <li>• Effective team member.</li> <li>• Drive and determination.</li> <li>• Ambition.</li> <li>• Energy, enthusiasm, sense of humour.</li> <li>• Willingness to contribute to the wider life of the Academy.</li> </ul>		<ul style="list-style-type: none"> <li>• Application</li> <li>• References</li> <li>• Interview and practical activities</li> </ul>
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*The GORSE Academies Trust is committed to safeguarding and promoting the wellbeing of all children and we can expect our staff and volunteers to share this commitment. The successful candidate will be subject to a Disclosure and Barring Service (DBS) check. We promote diversity and aim to establish a workforce which reflects the population of Leeds.*