



# DRONFIELD HENRY FANSHAWE SCHOOL

## Personal Specification

*Due to this post having access to children and/or vulnerable adults, candidates will be required to undertake a Disclosure and Barring Service Check (DBS). The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.*

### **Post: Assistant SENDCo**

<b>Personal Skills Characteristics</b>	<b>Essential</b>	<b>Desirable</b>
<b>1. Qualifications and Professional Development</b>		
a) Qualified Teacher status	✓	
b) SENDCo Qualification or willingness to undertake this	✓	
c) Qualified to conduct assessments for access arrangements under JCQ regulations or willingness to undertake this	✓	
d) Rigorous tracking and monitoring of progress of students	✓	
e) Varied teaching and educational experience in the Secondary School sector	✓	
f) High level of understanding of the SEN Code of Practice	✓	
g) High level interpersonal skills and emotional intelligence	✓	
h) High level of ICT literacy	✓	
i) High levels of numeracy and literacy	✓	
j) Ability to think strategically	✓	
k) High level problem solving skills	✓	
l) High level organisational skills	✓	
m) High level communication skills	✓	
<b>2. People and Relationships</b>		
a) Clear Philosophy of Education	✓	
b) A personal commitment to quality, excellence and raising standards	✓	
c) The necessary experience to give a clear view on personalisation and progress	✓	
d) The ability to analyse problems, reach considered judgements, resolve issues	✓	
e) Skilled in monitoring and developing performance of support staff		✓
f) Able to relate to all students in a positive and constructive way and inspire them to achieve their personal potential	✓	
g) The ability to earn the respect of staff, governors, care givers and peer professionals	✓	

<ul style="list-style-type: none"> <li>h) The ability to build on the strengths and expertise of individual staff and motivate the staff as a whole</li> <li>i) A commitment to equality and opportunity in a modern, multi-cultural society</li> <li>j) Possess integrity, drive, resilience and a well-developed sense of proportion and humour.</li> <li>k) Willingness to contribute to maintaining the high standards of the school</li> <li>l) Willingness to contribute to extra-curricular activities</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	
<p><b>3. Communication</b></p> <ul style="list-style-type: none"> <li>a) Possess excellent written and verbal communication skills</li> <li>b) Committed to technology for learning</li> <li>c) The ability to communicate the school's values to the local community and engage the community in the work of the school</li> <li>d) The ability to build constructive relationships with peer professionals, other educational and service organisations and representatives of local industry and commerce</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li></li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li>✓</li> <li></li> </ul>

*We undertake to make any 'reasonable adjustments' to a job or workplace to counteract any disadvantages a disabled person may have.*