



Kingswood House School

Person Specification – SENCo (Maternity Cover)

	Essential	Desirable
<i>Qualification / Education / Training</i>	<ul style="list-style-type: none"> • Teaching qualification • Degree • Experience of working within a department • Experience of GCSE exam access arrangements • Experience of secondary curriculum 	<ul style="list-style-type: none"> • NaSENCo Qualification • Child Protection Training • First Aid Qualification • Evidence of further professional development • Relevant qualification for assessing access arrangements • Understanding of SEND Code of Practice (2015) • Understanding of EHCP processes
<i>Communication</i>	<ul style="list-style-type: none"> • Ability to communicate clearly in a variety of ways to a range of audiences • Strong written reporting skills 	<ul style="list-style-type: none"> • Experience of cross Departmental communication • Ability to communicate with a range of external professionals
<i>Skills</i>	<ul style="list-style-type: none"> • Effective interpersonal skills • Ability to work within and further improve a high performing staff team • Ability to use ICT appropriately and efficiently • Ability to work under pressure and to meet deadlines • Positive outlook with a sense of humour • Commitment to continued professional development • Ability to prioritise tasks effectively 	<ul style="list-style-type: none"> • Experience of working with pupils with SEND • Experience of working with pupils with EAL
<i>Expectations</i>	<ul style="list-style-type: none"> • Ability to promote a climate of high expectation • Advocate for children, regardless of need 	<ul style="list-style-type: none"> • Previous experience of working within an educational environment

	<ul style="list-style-type: none"> • Commitment to raising levels of <i>all</i> pupil's performance • Assist in the management of the department effectively • Effective team player, willing to get stuck in 	<ul style="list-style-type: none"> • An understanding of the independent education system •
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SAFER RECRUITMENT STATEMENT

KHS is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced DBS check and satisfactory references will be required prior to the commencement of this post.

January 2024