

**Chase Lane Primary School and Nursery Unit**  
**Special Needs Co-ordinator**  
**PERSON SPECIFICATION**

<b>1.</b>	<b>EXPERIENCE</b>	
1.1	Substantial and successful primary teaching experience in one of the following: Early Years, Key Stage 1 and Key Stage 2.	<b>D</b>
1.2	Evidence of successful curriculum management experience across the age range, in a curricular area.	<b>E</b>
1.3	Experience of having played a role in managing change.	<b>E</b>
<b>2.</b>	<b>SPECIAL ABILITIES/APTITUDES</b>	
2.1	Knowledge about quality teaching and learning and raising standards, particularly for SEN children.	<b>E</b>
2.2	An understanding of the Senior Teacher's role in relation to the children, the Head teacher, staff, curriculum and resources.	<b>E</b>
2.3	Ability to assist the Head Teacher in leading a large team of teaching and support staff by management, motivation, supporting, encouragement and coaching.	<b>E</b>
2.5	To have high organisational skills ability and to use own initiative.	<b>E</b>
2.6	Ability to communicate effectively both verbally and in writing to a wide range of audiences including using ICT.	<b>E</b>
2.7	Ability to maintain high levels of pupil attainment and achievement and behaviour of all children.	<b>E</b>
2.8	Ability to motivate by example through classroom practice.	<b>E</b>
2.9	Ability to hold people accountable for their performance within the phase and across the whole staff team.	<b>E</b>
2.10	Ability to analyse SEN data and use it to support the further development of the achievements of SEN children.	<b>E</b>
2.12	To keep up to date with national and local priorities.	<b>E</b>
<b>3.</b>	<b>OTHER JOB SPECIFIC REQUIREMENTS</b>	<b>E</b>
3.1	Commitment to the Council Equal Opportunities Policy and	<b>E</b>

	acceptance of responsibility for its practical applications.	
3.2	An awareness of Health and Safety and Child Protection issues.	<b>E</b>
3.3	Ability to form and maintain good professional relationships and to work successfully as a team.	<b>E</b>
3.4	A commitment to building strong links with parents and the community.	<b>E</b>
3.5	Line management skills.	<b>E</b>
<b>4.</b>	<b>ATTITUDES AND APPROACH</b>	<b>E</b>
4.1	A sensitivity to and passion to meeting the children's needs	
4.2	Personal integrity, honesty, energy, stamina, enthusiasm and positivity	<b>E</b>
4.3	A willingness to give generously of their time to support school events	<b>E</b>
4.4	Commitment to personal development and life long learning	<b>E</b>
<b>5.</b>	<b>EDUCATION AND TRAINING</b>	
5.1	Qualified Teacher Status (QTS)	<b>E</b>
5.2	Hold a National Award for SEN Co-ordination	<b>E</b>
5.3	Evidence of up to date knowledge of current curriculum requirements and national developments.	<b>E</b>
5.4	Minimum GCSE qualification in Maths (Level C or above).	<b>D</b>

E = Essential D = Desirable