

**TWEEDMOUTH COMMUNITY MIDDLE SCHOOL**

*Raising aspirations and inspiring success*

**Person specification – Assistant SENDCo**

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| **Post title:** Assistant SENDCo | **Director/Service/Sector:** |
| **ESSENTIAL** | **DESIRABLE** |
| **Knowledge and qualifications** |
| Very good numeracy and literacy skills (Level 2)NVQ 3 for teaching Assistants or equivalent qualifications (NNEB) Participated in relevant training related to various national strategies e.g. literacy and numeracy | HSAW First Aid Certificate |
| **Experience** |
| Working with children of the relevant ageWorking with children with SEND/additional needs including behavioural difficultiesBasic clerical skillsWorking with children with additional needs | Supervising small groups of childrenCounselling skillsExperience of managing SEND support staff. |
| **Skills and competencies** |
| Ability to relate well to young people and adultsEffective ICT skills and 3 years’ experience of using ICT in a learning environment Ability to use other types of learning technology: * Photocopying
* Whiteboards
* CD ROM / Video

Understanding of codes of practice and recent relevant education issuesGood understanding of the principles of child development and the learning processCan work as a member of a team, understanding their role in the classroom and associated responsibilities |  |
| **Physical. Mental and emotional demands** |
| Can demonstrate emotional resilienceSelf motivation |  |
| **Other** |
| Willingness to participate in training and personal development |  |