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**CHILDREN’S SERVICES**

**PERSON SPECIFICATION**

**POST TITLE:** Inclusion Support Manager

**GRADE:** Band 6

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|  | **ESSENTIAL** | **DESIRABLE** | METHOD OF ASSESSMENT |
| **Educational Attainment** | * Advanced Level qualification or equivalent qualification relevant to the post * Grade C or above in English and Mathematics | * Evidence of further professional development * First Aid qualification / certificate | * Application form * Certificates |
| **Work Experience** | * Recent experience of supporting children in a school environment for at least two years * Experience of using pupil data to inform intervention strategies * Experience of supporting children with behavioural and pastoral issues * Experience of developing behaviour management systems and strategies * Experience of liaising with, and supporting, parents/carers | * Experience of managing an inclusion room / centre * Experience of working in a pastoral team in a secondary school | * Application form * Interview * References |
| **Skills** | * Knowledge of relevant policies/codes of practice and awareness of relevant legislation * Ability to form positive relationships with staff and pupils * Ability to self-evaluate learning needs and actively seek learning opportunities * Ability to work constructively as part of a team |  | * Application Form * Interview * References |
| **Disposition** | * Flexible and adaptable to changing circumstances * Committed to the principles of equality and diversity * Ability to work under pressure * A positive outlook and a sense of humour * Committed to securing the very best outcomes for children and young people |  | * Interview * References |
| **Circumstances** | * Enhanced clearance from the Disclosure and Barring Service |  | * DBS check |