

Person Specification Pastoral Welfare Leader

Attributes	Criteria	How Identified	E/D
Relevant Experience	Experience of working with children with a range of special educational needs e.g. SEMH, Autism. Experience and knowledge of team teach; Experience of working as lead professional in multi agency meetings; Experience of working as a DSL or deputy DSL; Experience of working alongside external agencies; Experience or supporting families for the better; Experience of working in pressure situations.	Interview/Application process	E D D E E D
Education and Training	Professional qualification, Minimum of level 4 or equivalent; L2 GCSE Maths and English; Recognised first aid certificate; Team Teach tutor training; DSL trained; A willingness to undertake further, relevant training as required;	Application Form Application Form Application Form Application Form Interview/Application process	E D D E
General and Special Knowledge	Ability to interpret and use data to inform action; Specialist knowledge of pupils with communication and interaction needs; Knowledge of working in a school setting and working with outside agencies; Full working knowledge of relevant policies/codes of practice/legislation;	Interview/Application process Interview/Application process Interview/Application process Interview/Application process	E E E



	Knowledge of Leeds safeguarding services and agencies; Working knowledge of safeguarding and attendance policies; Experience of supporting vulnerable pupils and their families; Understanding of current legislation as it relates to safety and welfare of young people including KCSIE, Equalities, Health and Safety, Child Protection, Confidentiality/Data Protection. Knowledge of Team Teach legislation and practice.	Interview/Application process Interview/Application process Interview/Application process Interview/Application process	D E D
Skills and Abilities	Professional integrity and the ability to identify appropriate actions and interventions;	Interview/Application process	E
	Ability to organise, lead and motivate staff;	Interview/Application process	l E
	Effective leadership skills and the ability to contribute to the management of a team;	Interview/Application process	E E
	Excellent interpersonal and organisation skills;	Interview/Application process	E
	Effective use of ICT for monitoring and recording;	Interview/Application process	E E E
	Good listening skills and the ability to communicate effectively with children and young people, families, school staff and a range of other professionals;	Interview/Application process	E
	Excellent communication and interaction skills and ability to exchange complex and sensitive information clearly and sensitively;	Interview/Application process	E
	High emotional intelligence and strong interpersonal skills combined with demonstrable integrity, positive regard and empathy for others;	Interview/Application process	E
	Highly effective negotiation skills and the ability to achieve best possible outcomes;	Interview/Application process	E
	Use initiative to overcome any communication barriers with children and adults;	Interview/Application process	E
	Be able to create excellent relationships with pupils, parents, staff and governors;	Interview/Application process	E
	Be accessible, approachable and flexible;	Interview/Application process	



	Work creatively as a committed 'team player' with a solution focussed 'can do'. Be an exemplar for values and behaviours; Knowledge and understanding of secure and effective systems to share and safeguard information; Ability to develop and lead on behaviour management training.	Interview/Application process Interview/Application process Interview/Application process	E E
Additional Factors	Valid, clean driving licence; Completion of enhanced DBS check; Completion of two references; Commitment to safeguarding and promoting the welfare of children and young people.	Application Form Safer Recruitment process Safer Recruitment process Interview/Application process	E E E