EMPLOYEE SPECIFICATION

When filling in the application form, please demonstrate with clear, concise examples how you meet the requirements of the post. You will be assessed in relation to the *Essential and Desirable* criteria. Please bear in mind that you must possess the Essential Criteria on day 1 to be able to do the job. If there are large numbers of applicants for the post then all of the criteria will be used for shortlisting. Under the Disability Discrimination Act, we recognise and welcome our responsibility to remove any barriers in our recruitment and selection process. We have tried to assess this in our Job Description and Employee Specification, however if you feel that there are barriers, please tell us in the application form. As part of the DDA we are committed to making reasonable adjustments, wherever possible and it would help us to know your needs in order to do this.

Post Title: Key Worker		**Directorate/School: Springwell Learning Community**		
Criteria No	**Attributes**	**Criteria**	**How Identified**	**Rank**
	Relevant Experience	A minimum of 1 years relevant experience	Application form/Interview	Essential
		Experience of working with children of relevant age	Application form/Interview	Essential
		Experience of working with children and young people with special educational needs and/or social, emotional and mental health difficulties	Application form/Interview	Essential
		Experience of leading learning with groups of pupils	Application form/Interview	Desirable
		Experience of 1:1 working with pupils	Application form/Interview	Essential
		Experience of working with children in the community (educational visits and activities)	Application form/Interview	Essential
	Education and Training Attainments	GCSE English/Maths/ICT grade A to C	Application form/Interview	Essential
		Level 3 qualification	Application form/Interview	Essential
		Level 4 qualification	Application form/Interview	Desirable
		Specific training in interventions/SEN/SEMH	Application form/Interview	Desirable
		Commitment to all CPD offered	Application form/interview	Essential

	General and Special Knowledge	Effective use of ICT and other specialist equipment/resources for teaching and progress data	Application form/Interview	Essential
		Understanding of pupils with social, emotional and mental health difficulties and SEN such as autism, ADHD, dyslexia and attachment difficulties	Application form/Interview	Desirable
		Knowledge of interventions such as phonics, reading interventions	Application form/Interview	Desirable
		Knowledge of reasons that effect behaviour	Application form/Interview	Essential
		Full working knowledge of relevant policies/codes of practice and awareness of relevant legislation	Application form/Interview	Essential
		Working knowledge of national/foundation stage curriculum and other relevant learning programmes/ strategies	Application form/Interview	Desirable
		Understanding of child development and how children learn	Application form/Interview	Essential
	Skills and Abilities	Ability to self-evaluate learning needs and actively seek learning opportunities	Application form/Interview	Essential
		Ability to relate well to children and adults	Application form/Interview	Essential
		Ability to work for independently for periods	Application form/Interview	Essential
		Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these	Application form/Interview	Essential
		To be able to personalise learning for pupils	Application form/Interview	Essential
		To develop strategies to support reluctant learners	Application form/Interview	Essential

		to engage and achieve		
		To be able to use a range of strategies to support positive behaviour	Application form/Interview	Essential
		Full understanding of the range of multi-agency support	Application form/Interview	Essential
		Ability to use correct English in spoken and written communication	Application form/Interview	Essential
		Full driving licence and willingness to use own vehicle for work	Application form/Interview	Essential
	Additional Factors	This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment	Application form/Interview	Essential