

## 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.

<b>Post Title:</b> Care Team Leader	<b>Directorate/School:</b> Springwell Leeds Academy	<b>Grade:</b> 8
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Criteria No	Attributes	Criteria	How Identified	Rank
	Relevant Experience	<ul style="list-style-type: none"> <li>• Experience of leadership and management of staff;</li> <li>• Experience of working with children with Social, Emotional &amp; Mental Health Difficulties and SEN conditions eg ASD, ADHD and ODD;</li> <li>• Significant experience and knowledge of team teach.</li> </ul>	<ul style="list-style-type: none"> <li>• Application form/Interview</li> <li>• Application form/Interview</li> <li>• Application form/Interview</li> </ul>	<ul style="list-style-type: none"> <li>• Essential</li> <li>• Essential</li> <li>• Essential</li> </ul>
	Education and Training Attainments	<ul style="list-style-type: none"> <li>• GCSE or equivalent in Maths and English</li> <li>• Gained team teach advanced tutor status;</li> <li>• Leadership qualification;</li> <li>• Recognised first aid certificate.</li> <li>• A willingness to undertake further, relevant training as required.</li> </ul>	<ul style="list-style-type: none"> <li>• Application form/evidence</li> <li>• Application form/evidence</li> <li>• Application form/evidence</li> <li>• Application form/evidence</li> <li>• Application form/Interview</li> </ul>	<ul style="list-style-type: none"> <li>• Essential</li> <li>• Desirable</li> <li>• Desirable</li> <li>• Desirable</li> <li>• Essential</li> </ul>

	General and Special Knowledge	<ul style="list-style-type: none"> <li>• Ability to interpret and use data to inform action</li> <li>• Experience as safeguarding Lead or at least deputy safeguarding lead.</li> <li>• Specialist knowledge of pupils with challenging behaviour</li> <li>• Knowledge of working in a school setting and working with outside agencies;</li> <li>• Full working knowledge of relevant policies/codes of practice/legislation.</li> <li>• Knowledge of Team Teach legislation and practice.</li> </ul>	<ul style="list-style-type: none"> <li>• Application form/Interview</li> <li>• Application form/Interview</li> <li>• Application form/Interview</li> <li>• Application form/Interview</li> <li>• Application form/Interview</li> <li>• Application form/interview</li> </ul>	<ul style="list-style-type: none"> <li>• Essential</li> <li>• Essential</li> <li>• Essential</li> <li>• Essential</li> <li>• Essential</li> <li>• Desirable</li> </ul>
	Skills and Abilities	<ul style="list-style-type: none"> <li>• Professional integrity and the ability to identify appropriate actions and interventions;</li> <li>• Ability to organise, lead and motivate staff;</li> <li>• Effective leadership skills and the ability to contribute to the management of a team</li> <li>• Excellent communication skills at all levels;</li> <li>• Excellent interpersonal and organisation skills;</li> <li>• Ability to set appropriate professional standards for self and others and complete detailed performance management objectives in line with school policy;</li> <li>• Effective use of ICT for monitoring and recording;</li> <li>• Good listening skills and the ability to communicate effectively with children and young people, families, school staff and a range of other professionals;</li> <li>• Ability to develop and lead on behaviour management training.</li> </ul>	<ul style="list-style-type: none"> <li>• Application form/Interview</li> <li>• Application form/Interview</li> <li>• Application form/Interview</li> <li>• Application form/Interview</li> <li>• Application form</li> <li>• Application form/Interview</li> <li>• Application form/Interview</li> <li>• Application form/Interview</li> <li>• Application form/Interview</li> <li>• Application form/Interview</li> </ul>	<ul style="list-style-type: none"> <li>• Essential</li> <li>• Essential</li> <li>• Essential</li> <li>• Essential</li> <li>• Essential</li> <li>• Essential</li> <li>• Essential</li> <li>• Essential</li> <li>• Essential</li> <li>• Essential</li> </ul>

	Additional Factors	<ul style="list-style-type: none"> <li>• Valid, clean driving licence;</li> <li>• Completion of enhanced DBS check;</li> <li>• Completion of two references;</li> <li>• Commitment to safeguarding and promoting the welfare of children and young people.</li> </ul>	<ul style="list-style-type: none"> <li>• Application form/evidence</li> <li>• Pre-interview administration</li> <li>• Pre-interview administration</li> <li>• Application form/Interview</li> </ul>	<ul style="list-style-type: none"> <li>• Essential</li> <li>• Essential</li> <li>• Essential</li> <li>• Essential</li> </ul>
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