

Highfield Community Primary School

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| **Person specification form** | | | | |
| **Job title:** Class teacher (SEND) | **Required** 01/01/2025 or earlier if possible | | | |
| **Directorate:** Children and Young People |  | | | |
| **Establishment or team:** Highfield Community Primary School | | | | |
| **Requirements - (based on the job description)** | | **Essential (E)**  **or**  **desirable (D)** | | **To be identified by:**  **application form (A),**  **interview (I) or reference (R)** |
| **Qualifications** | |  | |  |
| Qualified Teacher Status | | E | | A |
| Recent & relevant participation in professional development | | E | | A |
| **Experience & Professional Knowledge** | |  | |  |
| Demonstrate a proven track record of effective teaching | | E | | A,I,R |
| A thorough knowledge of the National Curriculum and ability to deliver a broad, balanced and exciting curriculum | | E | | A,I,R |
| Professional skills in English, Maths and Computing | | E | | A,I,R |
| Understanding of, and commitment to, AFL | | E | | A,I,R |
| Able to provide a high quality learning environment | | E | | A,I,R |
| Able to identify and meet the needs of all learners | | E | | A,I,R |
| Effective behaviour management strategies | | E | | A,I,R, |
| Recent successful experience of teaching in KS1 or KS2 with proven record of children making good or better progress | | E | | A,I,R |
| **Knowledge, skills and abilities** | |  | |  |
| Strong communication and interpersonal skills | | E | | A,I,R |
| To value involvement of parents and to have confidence to engage with parents effectively | | E | | A,I,R, |
| Ability to create a happy, challenging and effective learning environment | | E | | A,I,R |
| Have high expectations of children and be able to excite, enthuse and inspire children | | E | | A,I,R |
| **Personal Characteristics** | |  | |  |
| Organised and dedicated with high levels of initiative | | E | | A,I,R |
| Professionalism – have very high expectations and standards | | E | | A,I,R |
| Evidence of a high level of personal motivation and enthusiasm | | E | | A,I,R |
| A commitment to lead extra-curricular activities | | E | | A,I,R |
| The ability to work closely as part of a team. | | E | | I,R |
| Flexible and good humoured | | E | | I,R |
| **Other** | | |  |  |
| Commitment to ensure that all children in your care are safe from harm/ knowledge of safeguarding issues | | E | | I |
| Commitment to health and safety | | E | | I |
| Positive health and attendance record | | E | | I |
| Error free application form with an accompanying letter which should be a maximum of 2 sides of A4 | | E | | A |
| **Please Note: References will always be considered before confirming a job offer in writing**. | |  | |  |

**Terms and Conditions:** In accordance with the School Teacher’s Pay and Conditions Document.

The post will be subject to strong supportive professional references. The Governors are committed to ensuring that an appointment will follow safer recruiting procedures and a DBS check will be required before appointment.

**Please return your completed application form and letter of application of no more than 2 sides of A4 in no smaller than font size 12, to Mr Andrew Proctor (Headteacher) at the following email address:** [head@highfieldcps.co.uk](mailto:head@highfieldcps.co.uk)

**All email applications will be acknowledged by return email. If you have not received this within 48 hours of submitting an application, please resend or call the school.**

**Please note: candidates who do not meet the essential criteria of this person specification will not be considered.**