

Person Specification for post of: Student Well-Being Team (Grade 6)



Experience/Skills /Knowledge	Desirable	Essential
Has full working knowledge of relevant policies/codes of practice and awareness of relevant legislation		•
Understands of principles of child development and learning processes		•
Has ability to relate well to children and adults		•
Can work constructively as part of a team, understanding roles and responsibilities and your own position within these		•
Has sound speaking and listening skills to extend language in discussion		•
Has taken an active role in working with a range of external agencies, following policies and protocols	•	
Can proactively and positively manage the behaviour of students in a reasonable manner		•
Has a caring positive attitude towards students welfare and is proactive in their approach		•
Has an awareness of students with special educational needs		•
Can maintain trust and confidentiality where appropriate		•
Can assist the school in building and maintaining partnership with parents / carers		•
Has excellent record keeping skills and attention to detail, in order to produce reports, make minutes of meetings, and document safeguarding concerns		•
Has experience working with young people of relevant age (11-19)	•	
Has experience of contributing to staff development (eg leading CPD)	•	
Has awareness of Local and National agencies that provide support for children and their families	•	
Professional Attributes		
Has an understanding, awareness and empathy for the needs of the students within school and how these could be met		•
Has excellent written and oral communication skills		•
Can be a leader of safeguarding by, professionally demonstrating, promoting and encouraging effective staff and student well-being at all times		•
Can take timely and effective action where required		•
Has resilience and the ability to remain calm in difficult situations		•
Can work under pressure and prioritise effectively		•
Is aware of own strengths and areas for development and actively seek feedback and learning opportunities		•
Is committed to equality and inclusion		•

Qualifications and training		
GCSE (or equivalent) in English and maths		•
HLTA or equivalent qualification (Level 4 or above)	•	
Relevant training or qualifications which support expertise in safeguarding (ie education, social care, police, NHS, Local Authority)	•	
Other training appropriate to Talbot School (eg first aid training, moving and handling, Team Teach)	•	
Work related circumstances		
Can allocate some contractual time to after school staff meetings when appropriate		•
Can allocate some contractual time to the whole of, or part of, staff training days when appropriate		•
Can maintain personal presentation that sets high standards for the students		•
Can work within the spirit of City Council and School Policies to do with Equal Opportunities, Child Protection, Health & Safety, Finance, Smoking etc.		•