

**ASCENT ACADEMIES TRUST – Portland Academy**  
**PERSON SPECIFICATION – Safeguarding Lead**

ESSENTIAL				DESIRABLE		
	Criteria No.	ATTRIBUTE	Stage Identified	Criteria No.	ATTRIBUTE	Stage Identified
<b>Qualifications &amp; Education</b>	E1	5 x GCSE A* - C or equivalent, including Maths and English	Application Certificate	D1	Degree qualification	Application Certificate
				D2	Evidence of continued commitment to personal professional development	Application Interview
				D3	Safeguarding qualification	Application Certificate
<b>Experience &amp; Knowledge</b>	E2	Significant experience of working with pupils with a range of special educational needs	Application Reference Interview			
	E3	Experience of working with students during key transition periods	Application Reference Interview			
	E4	Sound knowledge of EHCPs and Annual Reviews	Application Reference Interview			
	E5	Experience of working effectively with a range of professionals and possess strong people skills	Application Reference Interview			
	E6	Significant knowledge of safeguarding policies, procedures and practices	Application Interview			
<b>Skills</b>	E7	Ability to chair meetings effectively, ensuring all attendees are included	Application Interview			

	E8	Ability to develop positive relationships with students and their families	Application Interview			
	E9	Possess excellent communication skills	Application Interview			
	E10	Ability to promote and safeguard all children.	Application Interview			
	E11	Possess sound organisational skills and be able to work on your own initiative	Application Interview			
<b>Personal Attributes</b>	E12	A willingness to share knowledge and demonstrate good practice to colleagues from within the academy and to those from other establishments	Application Interview			
<b>Special Requirements</b>	E13	Ability to work flexibly to meet the demands of the post	Application Interview	D4	A willingness and ability to work across the Trust as required	Application Interview
	E14	Suitable to work with children/young people	Application Disclosure			