



Pupil Support Coordinator - Westgate Primary School

Personal Attributes required (on the basis of the job description)	Essential (E) or Desirable (D)	To be identified by: (eg application form, interview, reference etc)
Qualifications and Training		
Degree level qualification in relevant topic (e.g. child development, psychology, social work)	D	A/F
Nurture Group Network training/THRIVE Approach training/Kidsafe UK training	D	A/F
Team Teach training/M.A.P.A	D	A/F
Experience		
Experience of working with children with Social, Emotional and Mental Health Difficulties	E	A/F & Interview
Experience in the role of Designated Safeguarding Lead as Lead or Deputy	D	A/F & Interview
Experience of multi-agency working with a range of agencies	E	A/F & Interview
Experience of being involved in making difficult professional decisions and providing professional challenge	E	A/F & Interview
Experience of working as part of an effective team	E	A/F & Interview
Experience of working within a special needs setting, preferably SEMH special school.	D	A/F & Interview
Experience of supporting families with complex safeguarding issues, specifically substance/alcohol misuse/domestic abuse/mental health difficulties.	D	A/F & Interview
Knowledge/skills/abilities		
Knowledge of trauma-informed practice and the impact of Adverse Childhood Experiences	E	A/F & Interview
Knowledge of appropriate interventions for supporting children with SEMH difficulties	E	A/F & Interview
Ability to write interventions for children with SEMH	E	A/F & Interview



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Child-centred holistic approach and ability to see things from the child's perspective	E	A/F & Interview
Ability to show empathy to all members of the school community.	E	A/F & Interview
Able to evidence a highly developed sense of self awareness and not respond personally to challenging situations.	E	A/F & Interview
Confident in conflict resolution with children and adults.	E	A/F & Interview
Ability to contribute to Individual Inclusion Plans using specialist advice and knowledge of the child.	E	A/F & Interview
Knowledge of appropriate and relevant legislation, including Keeping Children Safe in Education and Working Together to Safeguard Children 2018.	E	A/F & Interview
Knowledge of Lancashire's model of social work - Risk Sensible Model, Lancashire's Threshold Guidance and Lancashire Continuum of Need.	D	A/F & Interview
Ability to effectively and clearly communicate through all means of communication - including writing clear and accurate reports.	E	A/F & Interview
Flexible approach to work	E	A/F & Interview
Good time keeping	E	A/F & Interview
Good organisational skills and effective recording.	E	A/F & Interview
Knowledge of using online recording systems for safeguarding concerns and daily logs.	D	A/F & Interview
Warm, non-judgemental approach.	E	A/F & Interview
Ability to act with integrity at all times.	E	A/F & Interview
Driving Licence and ability to use car for business purpose	D	A/F



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Other		
Commitment to undertake in –service development	E	A/F & Interview
Commitment to safeguarding and protecting the welfare of children and young people	E	A/F & Interview
A good sense of humour and willingness to go the extra mile in supporting the school	E	A/F & Interview