



Hardwick and Cambourne Community Primary School

Pastoral Support Co-ordinator

HLTA Role - Level 4 (range 22-24)

NOR 600

As a large and complex school with a strong commitment to inclusion, we are looking to add a new role to our SEND team. The successful candidate would be working to support the SENCOs and will be managing a caseload of children that require pastoral support as well as the more traditional interventions. They would also be using their considerable experience in SEND to train TAs and enhance SEND practice throughout the school. They will work alongside, but under the direction of, the two school SENCOs.

The successful candidate will:

- Demonstrate a passion for inclusion and a commitment for working with families.
- Be confident in setting up and overseeing interventions for other TAs and have experience in training TAs to carry out interventions.
- Understand the processes involved in TAF meetings and be able to confidently take on the Lead professional role if required.
- Have experience of initiating CAFs or EHAs.
- Be able to fill in and maintain the paperwork that goes alongside TAF meetings, either with the SENCO or on their own.
- Be able to compile reports for other professionals, and gather evidence for EHCPs etc.
- Have experience of ensuring recommendations from outside agencies are implemented, although responsibility for this will lie with the SENCOs.
- Have worked alongside CREDs professionals and has implemented their recommendations.
- Have a wide and deep knowledge of SEND.
- Have experience of working with high needs children in a range of settings and in a range of school phases.
- Have experience of child protection and in being a designated person.
- Have an interest in, and knowledge of, working with children in a therapeutic way.
- Have high levels of interpersonal skills, that will enable them to work effectively within the Inclusion team.