

# Person Specification

REF: PIPS-SPiMMat-2026

**Post: Teacher — SPiM, FS/KS1 | School: Portadown Integrated Nursery and Primary School**

## NOTES TO APPLICANTS

You must clearly demonstrate on your application form, under each question, how and to what extent you meet the required criteria. Failure to do so may result in you not being shortlisted. Shortlisting will be carried out on the basis of the essential criteria in Part A. The Selection Panel reserves the right to shortlist only those applicants it believes most strongly meet the criteria. In the event of an excessive number of applications, desirable criteria may also be applied at shortlisting, in the order listed.

## Part A — Essential Criteria (Shortlisting Stage)

Factor	Essential Criteria	Method of Assessment
Qualifications / Professional Membership	<ul style="list-style-type: none"><li>Hold a teaching qualification recognised for teaching in grant-aided schools in Northern Ireland.</li><li>Qualifications must be obtained at the closing date for completed applications OR at the date of taking up appointment.</li></ul>	Shortlisting by Application Form
Experience	<ul style="list-style-type: none"><li>Demonstrable experience of working with pupils with Special Educational Needs in a primary school setting.</li><li>Demonstrable experience of using a range of effective classroom strategies to provide support and challenge for pupils with SEN or additional learning needs.</li><li>Demonstrable experience of planning and delivering differentiated learning for pupils with a range of needs.</li><li>Demonstrable experience of writing, implementing and evaluating Individual Education Plans or Personal Learning Plans.</li></ul>	Shortlisting by Application Form
Other	Be registered with the General Teaching Council for Northern Ireland (GTCNI) before taking up post.	Pre-Employment Check

## Part B — Essential Criteria (Interview Stage)

Factor	Essential Criteria	Method of Assessment
Knowledge	<ul style="list-style-type: none"><li>Knowledge of the Northern Ireland Curriculum and its application for pupils with SEN</li></ul>	Interview



Factor	Essential Criteria	Method of Assessment
	<ul style="list-style-type: none"> <li>• Knowledge and understanding of the SEND Code of Practice and SEN legislation in Northern Ireland</li> <li>• Knowledge and understanding of Safeguarding and Child Protection policy and practice</li> <li>• Knowledge of a range of teaching strategies and approaches to support pupils with learning difficulties</li> <li>• Knowledge of current assessment methods appropriate for pupils with SEN</li> <li>• Knowledge of digital classroom tools and how technology can support pupils with SEN</li> </ul>	
Skills / Abilities	<ul style="list-style-type: none"> <li>• Effective specialist teaching and classroom management skills for pupils with a range of learning needs</li> <li>• Ability to plan, deliver and evaluate individualised learning programmes</li> <li>• Ability to work collaboratively with classroom assistants, the SENCO, external professionals and parents</li> <li>• Ability to maintain accurate records and contribute to statutory review processes</li> <li>• Ability to use initiative, problem-solve and respond flexibly to the changing needs of individual pupils</li> <li>• Effective communication skills with pupils, parents, colleagues and external agencies</li> </ul>	Interview
Values Orientation / Integrated Ethos	<p>Evidence of how your experience and approach to work reflect the school's integrated values and ethos, and your commitment to inclusive education and an integrated school community.</p> <p><i>You will find information about the school's values and ethos on the school website: <a href="http://www.pipsonline.co.uk">www.pipsonline.co.uk</a></i></p>	Interview

## Part C — Desirable Criteria

Factor	Desirable Criteria	Method of Assessment
Qualifications and Experience	<ul style="list-style-type: none"> <li>• Demonstrable experience of being actively involved in the Annual Review process for statemented pupils.</li> <li>• Additional qualification(s) relevant to SEN or learning difficulties (e.g. postgraduate certificate, specialist SEN training)</li> <li>• Demonstrable experience of working specifically with pupils with moderate or specific learning difficulties</li> <li>• Demonstrable experience of monitoring pupil progress, target setting and SEN intervention</li> <li>• Experience of working in a Specialist Provision in Mainstream (SPiM) or similar specialist setting</li> <li>• Experience of working with multi-disciplinary teams including Educational Psychologists,</li> </ul>	Shortlisting by Application Form



Factor	Desirable Criteria	Method of Assessment
	Speech and Language Therapists or other allied health professionals	

## Job Description

School	Portadown Integrated Nursery and Primary School
Job Title	Teacher — Specialist Provision in Mainstream (SPiM), FS/KS1
Grade / Pay	NITPS Teachers' Pay Scale, plus SEN Allowance (rate to be confirmed)
Contract Type	Fixed-term — for the duration of the maternity leave of the substantive post-holder
Reports To	Principal
Employer	Board of Governors of Portadown Integrated Nursery and Primary School

### Job Purpose

To carry out the professional duties of a teacher in accordance with Schedule 3 of the Teachers' (Terms and Conditions of Employment) Regulations (Northern Ireland) 1987, under the reasonable direction of the Principal; and to provide high-quality specialist teaching for pupils with a range of learning needs in the school's KS1 Specialist Provision in Mainstream (SPiM) Learning Support Unit.

### Specialist Duties — SPiM

In addition to the standard professional duties of a teacher, the post-holder will:

- Plan and deliver high-quality, differentiated teaching for pupils with a range of learning needs within the FS/KS1 Specialist Provision, based on individual pupil targets and learning plans
- Develop, implement and evaluate Individual Education Plans (IEPs) or Personal Learning Plans (PLPs) for pupils in the SPiM, in collaboration with the SENCO and other relevant professionals
- Participate actively in the Annual Review process for statemented pupils, contributing written reports and attending review meetings as required
- Use a range of specialist teaching approaches and resources appropriate to the learning needs of the pupils in the Specialist Provision
- Assess, record and report on the progress, attainment and development of each pupil, using appropriate assessment tools and methods
- Work collaboratively with classroom assistants, providing clear direction and supporting their professional development
- Liaise effectively with parents and carers of pupils in the Specialist Provision, providing regular updates on progress and involving them in their child's learning
- Work as part of the school's SEN team, liaising with the SENCO, class teachers, Educational Psychologists, Speech and Language Therapists and other relevant external professionals



- Maintain accurate and up-to-date records for all pupils in the Specialist Provision in accordance with school policy and statutory requirements
- Contribute to the school's self-evaluation and improvement processes in relation to SEN provision

### **General Professional Duties**

The post-holder will carry out the full range of professional duties set out in Schedule 3 of the Teachers' (Terms and Conditions of Employment) Regulations (NI) 1987, including planning, teaching, assessment and reporting, pastoral responsibilities, staff development and administration, as reasonably directed by the Principal.

### **Integrated Ethos**

- Actively support and contribute to the integrated ethos of the school, welcoming pupils, families and colleagues from all backgrounds, traditions and beliefs
- Promote positive relationships, mutual understanding and Education for Mutual Understanding (EMU) in line with the school's values and the Northern Ireland Curriculum

### **Safeguarding and Child Protection**

- Share the school's commitment to safeguarding and promoting the welfare of children at all times, with particular attention to the additional vulnerability of pupils with special educational needs
- Adhere to the school's Safeguarding and Child Protection Policy and procedures
- Report any concerns about the welfare or protection of a child promptly to the Designated Safeguarding Lead (DSL)
- Complete safeguarding training as required by the school

In accordance with Section 75 of the Northern Ireland Act 1998, the post-holder is expected to promote good relations, equality of opportunity and pay due regard for equality legislation at all times.

*This job description will be subject to review in light of changing circumstances. Other duties of a similar nature and appropriate to the grade may be assigned by the Principal from time to time.*



