**PFSA for St. John’s and St. Benedict’s**

**Person Specification**

**The successful candidate will:**

* Investigate absences and establish the real reason behind these occurrences. Provide advice and guidance to other agencies’ workers and share information on the likely cause and determine and implement solutions to resolve position.
* Make holistic assessments and work with children, young people and their families to devise action plans linked to assessed needs.
* Work with competing deadlines and changing demands.
* Think and deliver services in a creative and non-stigmatising way.
* Understand and interpret legislation to meet service requirements.
* Work with other services and professionals to deliver coherent and effective services to children and their families.
* Work independently taking responsibility for decisions within agreed good practice boundaries (including information sharing).
* Analyse information to enable proactive advice and guidance to be given to the focused group before there is an issue arising. Ensure a confidential discussion is arranged and that information is provided from all known sources without breaking any confidences or data protection regulations,
* Establish own case work within the school in situations both where other agencies involved or yet to be involved. Ensure that information is shared appropriately.
* Support children/young people and parent/carers to identify how they can overcome challenges to enable better engagement with their education.