

Personal Specification –SENDCo

Qualifications and experience	Application	Interview	Observation
Qualified teacher status	X		
National Award for SENCo	X		
High standards of written English and Maths	X		
Proven experience of high standards of classroom practice/provision	X	X	X
Successful working with external agencies	X	X	
Successful experience of teaching intervention groups to improve outcomes for all children	X	X	X
Confident in using a range of SEND assessments	X	X	
Knowledge, Skills and Ability	Application	Interview	Observation
Ability to plan, organise and prioritise work in order to meet deadlines and manage time effectively	X		
Effective behaviour management skills	X	X	
Ability to develop excellent relationships with pupils and staff	X		
Able to communicate effectively with all members of the school community	X		X
Able to work well as both independently and as part of a team	X	X	X
Ability to identify and implement successful inclusion strategies, sharing good practice with colleagues	X	X	X
Ability to use a range of Assessment for Learning strategies to enhance progress	X	X	X
Demonstrate a proven record for the progress of pupils with SEND	X	X	
Knowledge, and Understanding	Application	Interview	Observation
A thorough understanding of the national curriculum, ability to plan using key learning outcomes and use assessment outcomes, including AFL, to refine learning opportunities	X	X	X

Understanding of a range of teaching styles and approaches appropriate for inclusive education that enable all children to make excellent progress, including Assessment for Learning.	X	X	X
Demonstrate a clear understanding of and a commitment to equal opportunities	X	X	X
Know the legal requirements, national policy and guidance on the safeguarding of children	X	X	
Personal Qualities	Application	Interview	Observation
Able to demonstrate resilience, and willing to face new challenges with enthusiasm and positivity	X	X	X
Ability to work independently and on own initiative; take responsibility for own professional development	X	X	
A commitment to working collaboratively with colleagues	X	X	
Sensitivity to vulnerable children's needs and an understanding of the confidential nature of the work undertaken	X	X	X
Creative thinker able to solve problems and trial innovations	X	X	X