

Person Specification – Deputy SENDCo

Essential

The successful candidate will have:

- Qualified Teacher Status.
- A strong record as an effective classroom practitioner.
- A clear commitment to inclusive education and ambitious outcomes for students with SEND.
- Experience of teaching and supporting students with a range of additional needs.
- A secure understanding of effective inclusive and adaptive teaching.
- A good understanding of the SEND Code of Practice and the graduated response to SEND.
- The ability to interpret information about students' needs and translate it into effective provision and classroom practice.
- Strong organisational skills and the ability to manage competing priorities.
- The ability to take ownership of work, follow actions through and maintain accurate records.
- Excellent written and verbal communication skills.
- The ability to communicate sensitively and professionally with students, parents/carers, colleagues and external professionals.
- The ability to influence and support colleagues positively.
- The ability to analyse and evaluate the impact of provision and identify appropriate next steps.
- The ability to work collaboratively while also exercising appropriate professional judgement and initiative.
- A secure understanding of safeguarding, confidentiality and professional boundaries.
- A commitment to professional learning and developing their own expertise in SEND.

Desirable

The successful candidate may also have:

- Experience of holding a responsibility relating to SEND, inclusion, pastoral provision or teaching and learning.
- Experience of coordinating provision for individual students or groups of students.
- Experience of EHCP annual reviews or other statutory SEND processes.
- Knowledge of Local Authority statutory assessment and SEND processes.
- Experience of working with external professionals or agencies.
- Experience of leading or delivering professional development for colleagues.
- Experience of coaching, mentoring or supporting the development of other staff.
- Experience of evaluating interventions or additional provision.
- Experience of supporting transition for students with SEND.
- The National Award for SEN Coordination, NPQ for SENCOs, or other relevant SEND professional development.

Personal Attributes

The successful candidate will be:

- Passionate about improving the experience and outcomes of students with SEND.
- Ambitious for young people and committed to maintaining high expectations for all.
- Proactive, solution-focused and willing to take responsibility.
- Calm and professional when dealing with complex or sensitive situations.
- Highly organised while retaining the flexibility required in a busy secondary school.
- Approachable and able to build strong professional relationships.
- Collaborative and able to work effectively across curriculum, pastoral and support teams.
- Reflective and interested in evidence-informed practice.
- Able to balance strategic thinking with the practical demands of day-to-day SEND provision.
- Committed to developing their own leadership capacity and SEND expertise.