

## OAKRIDGE SCHOOL - 'WORKING TOGETHER TO SUCCEED'

**Mr S Cook**  
**Headteacher**

**Ms S Ansari**  
**Deputy Headteacher**

**[www.oakridgehighwycombe.co.uk](http://www.oakridgehighwycombe.co.uk)**



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### **SENDCo Person Specification**

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"><li>● Degree level qualification (2:2 or better) with Qualified Teacher status</li></ul>	<ul style="list-style-type: none"><li>● National Award For SEND (NASENCo) or willingness to apply</li><li>● Evidence of continuous INSET and commitment to further professional development with particular reference to Special Educational Needs and Pupil Premium</li></ul>
Experience	<ul style="list-style-type: none"><li>● Experience teaching SEND children</li><li>● Evidence of continuing professional development</li><li>● Experience of target setting and improving pupil outcomes</li></ul>	<ul style="list-style-type: none"><li>● Experience of leading SEND</li><li>● Experience of leading and training teaching teams</li><li>● Leading the development of teaching and learning for pupils with SEND across the school</li><li>● Working in partnership with external agencies</li><li>● Working in partnership with parents</li><li>● Experience of leading annual review meetings</li><li>● Leadership experience</li><li>● Experience of budget management</li></ul>
Knowledge and understanding	<ul style="list-style-type: none"><li>● The SEND Code of practice 2014</li><li>● What constitutes quality first teaching</li></ul>	<ul style="list-style-type: none"><li>● How to prepare for and request assessment for an EHC plan</li><li>● The Threshold document for safeguarding and child protection</li></ul>

	<ul style="list-style-type: none"> <li>• Barriers to learning</li> <li>• Statutory National Curriculum and EYFS requirements at the appropriate key stages</li> <li>• Systems for monitoring, assessment, recording and reporting of pupils' progress</li> <li>• How to refer into external agencies for further support or assessment</li> <li>• The statutory requirements of legislation concerning Equal Opportunities, Health &amp; Safety, SEND and Child Protection</li> <li>• Understanding of the needs of vulnerable pupils (eg, EAL, SEND, PP etc)</li> <li>• Positive links necessary within school and with all its stakeholders</li> <li>• Effective teaching and learning styles</li> </ul>	<ul style="list-style-type: none"> <li>• The links between schools, especially partner schools</li> </ul>
Skills	<ul style="list-style-type: none"> <li>• Promote the school's aims positively, and use effective strategies to monitor motivation and morale</li> <li>• Develop good personal relationships within a team</li> <li>• Establish and develop close relationships with parents, governors and the community</li> <li>• Communicate effectively (both orally and in writing) to a variety of audiences</li> <li>• Confident and competent use of information technology for communication purposes</li> <li>• Create a happy, challenging and effective learning environment</li> <li>• Be very organised</li> </ul>	<ul style="list-style-type: none"> <li>• Have good influencing and negotiating skills</li> <li>• Be an excellent classroom practitioner</li> <li>• Be able to breakdown and explain assessment reports from external agencies for parents</li> <li>• Develop strategies for creating community links</li> </ul>
Personal characteristics	Kind Approachable	

	Committed Empathetic Diplomatic Sensitive Enthusiastic Organised Patient Resourceful Sense of Humour Resilience	
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