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The Sherwood School

Person Specification for SENDCO

The SENDCO will be required to safeguard and promote the welfare of children and young people and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the SENDCO will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher.

Education/Qualifications	<ul style="list-style-type: none">• Be qualified to degree level.• Have Qualified Teacher Status.• Be qualified to teach and work in the United Kingdom.• National Award for SEN Co-ordination, or a willingness to complete it within 3 years of appointment.
Experience	<ul style="list-style-type: none">• Successful teaching experience• Experience of working at a whole-school level• Involvement in self-evaluation and development planning• Experience of conducting training/leading INSET• Experience of leading a team.
Knowledge/Skills	<ul style="list-style-type: none">• Sound knowledge of the SEND Code of Practice• Understanding of what makes 'quality first' teaching and of effective intervention strategies• Ability to plan and evaluate interventions• Data analysis skills, and the ability to use data to inform provision planning• Effective communication and interpersonal skills• Ability to build effective working relationships• Ability to influence and negotiate• Good record-keeping skills
Personal Qualities	<ul style="list-style-type: none">• Commitment to getting the best outcomes for pupils and promoting the ethos and values of the school• Commitment to equal opportunities and securing good outcomes for pupils with SEN or a disability• Ability to work under pressure and prioritise effectively• Commitment to maintaining confidentiality at all times• Commitment to safeguarding and equality

Notes:

This job description may be amended at any time in consultation with the postholder.

Last review date: 12th March 2024

Next review date: September 2025