



PERSON SPECIFICATION

Special Educational Needs Coordinator

Factor	Essential	Desirable	Method of assessment
Be passionate about learning and wanting our school to provide the best possible learning experiences for all of our pupils, this includes contributing to the strategy for OUTSTANDING learning across our whole school.			
Safeguarding children			
Committed to ensuring all pupils in our school are kept safe.	✓		Application form Interview
Enhanced DBS check.	✓		Recruitment checks
Equal opportunities			
Committed to ensuring that all members of our school community can achieve excellence	✓		Application form Interview
Qualification and experience			
Hold qualified teacher status	✓		Application form
Experience of working with pupils with SEND	✓		Application form
Hold, or working towards, national qualification for SENCo.		✓	Application form
Evidence of teaching classes of Deaf children.	✓		Application form
Good written communication skills	✓		Application form Tasks
Good oral communication skills	✓		Interview
INCLUSION: have experience of promoting inclusion in a school.	✓	✓	Application form Tasks
INCLUSION: have experience of leading inclusion in a school.		✓	Interview
Strategic development of James Wolfe Primary School			
Ability to contribute to strategic plans to promote high quality of learning for all pupils.		✓	Application form Interview
Experience of working within good or outstanding school		✓	Application form
Experience of leading and evaluating projects		✓	Application form Interview

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Leading and evaluating learning and teaching			
Evidence of teaching outstanding lessons that lead to very good outcomes for pupils with SEND.	✓		Application form
Commitment to high achievement for all pupils	✓		Application form
Ability to give advice to teachers about providing learning activities for pupils with SEND.		✓	Tasks
Strong data analysis skills		✓	Tasks
Evidence of promoting achievement of pupil premium pupils		✓	Interview
Developing self and working with others			
Line management of support staff in line with performance management policies		✓	Interview
Commitment to own improvement through professional development / further study	✓		Application form
Securing accountability			
Experience of working with Governors		✓	Application form
Evaluating monitoring activities giving feedback for development		✓	Tasks
Strengthening community			
Have a welcoming personality to parents and pupils	✓		Interview Tasks
Show a commitment to strong communication with parents	✓		Application form