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| Job Title: | SENCO | Job Category: |  |
| Responsible to: | Head Teacher | Supervisory Responsibility: | Yes |
| Location: | Roxeth Primary School | Position Type: | Permanent |
| Grade/Salary: | MPS/UPS | Hours per Week: | TBA |
| Applications Accepted By: |

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| Email:office@roxeth.harrow.sch.uk | Post:Mr S Deanus, Head TeacherRoxeth Primary School, Brickfields, Byron Hill Road, Harrow on the Hill, Middx, HA2 0JA  |

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| Job Description |
| Job- Related Knowledge, Aptitudes and Skillsessential1. SENCO qualifications or willingness to undertake 2. Understand the characteristics of effective teaching and learning styles in order to support pupils with SEN3. Have the ability to devise, formulate, implement and review SEN Support Plans4. Know about the SEN code of practice and equal opportunities legislation and how these apply to pupils withStatements as well as those without5. Have the ability to communicate information effectively to the LA; external agencies; parents; other schoolsand pre-school providers6. A commitment to safeguarding the needs of all children7. An excellent classroom practitioner8. Have good communication skills, both written and oral9. Have good presentation skills with the ability to enthuse and motivate others 10. Demonstrate commitment and confidence in meeting the needs of SEN pupils11. Be able to provide professional direction to the work of others12. Be able to provide professional direction to the work of others13. Disseminate and encourage the effective application of good practice in other areas of the school to the provision for pupils with SEN14. The ability to prioritise and manage your own time effectively, particularly in relation to balancing the demands made by administrative duties; teaching and acting as a resource for others15. Adaptable to changing circumstance and new ideas16. A commitment to your own professional development |

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| Reviewed By: |  | Date: |  |
| Approved By: |  | Date: |  |
| Last Updated By: |  | Date/Time: |  |
| Signature of Post Holder: |  | Date: |  |
| Signature of Head Teacher: |  | Date: |  |

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| **Roxeth Primary School is an equal opportunities employer and is committed to safeguarding and promoting the welfare of all children and expects its employees to share this commitment** |