

Cathedral Primary School

SEND Coordinator

Person Specification

Responsible to: Headteacher, Cathedral Primary School

Salary: CST Teachers' Pay Spine + TRL1

Start date: 1 September 2022

Person Specification

The Head Teacher is looking to recruit an outstanding SENDCo, who shares the vision for Cathedral Primary School as a centre of excellence for primary education, committed to inclusion and grounded in a strong musical tradition. This role will be a job share with the existing SENDCo; a collaborative approach to work will therefore be essential.

Applications are invited from charismatic, enthusiastic and suitably qualified teachers with SENDCo experience, for this exciting, rewarding and demanding post. The successful candidate will demonstrate a passion for championing the voices and needs of pupils with SEND within our school community.

Methods of Assessment

- A** Application Form
- I** Interview
- O** Observation
- R** References

Key Criteria	Essential	Desirable	Assessed By
Qualifications and Experience	Educated to honours degree or above	Good honours degree (first or upper second)	A
	Qualified Teacher Status	Post Graduate qualification	A
	SENDCO Qualification		A, I
	Evidence of relevant Professional Development	Be willing to undertake SENDCo qualification	I

	Experience of working with children with special educational needs and disabilities.		A
	Outstanding teacher with high expectations of children's attainment and progress.	Experience of line management and performance review Broad experience across the primary age range	O

Key Criteria	Essential	Desirable	Assessed By
Knowledge	Sound knowledge of the SEND code of practice		A
	Knowledge and understanding of the National Curriculum	Knowledge of Primary Curriculum and interest in music	I, O
	Knowledge and understanding of the implications of equal opportunities, multicultural education and inclusion	Knowledge and understanding of statutory assessment requirements and arrangements	I, O
	Good understanding of safeguarding and child protection legislation and guidance	Knowledge and understanding of current research into effective learning strategies, educational trends and issues	I

Key Criteria	Essential	Desirable	Assessed By
Skill and Abilities	Ability to form positive, warm relationships with pupils and families	Interest in the teaching or practice of music advantageous	I, A
	Ability to plan and prepare effectively	Strong leadership skills in order to inspire and motivate other teachers by modelling good practice and developing a whole school commitment to supporting children with SEND.	I, O, A
	Excellent verbal and written communication skills to support	Confidence in using internal data and assessment information to analyse and track the progress of pupils.	I, R

	<p>writing statutory assessment requests, learning and support plans etc.</p> <p>High standards in terms of attendance and punctuality.</p> <p>Ability to prioritise and manage time and workload.</p> <p>A willingness and ability to develop specialist knowledge and keep up to date with local and national policy developments.</p> <p>Ability to work collaboratively, as part of a team.</p> <p>Ability to communicate with a wide range of audiences, including pupils, parents, colleagues and others</p> <p>Ability to be creative, innovative and tenacious.</p> <p>Clear and courteous communication skills.</p> <p>High level ICT skills.</p>		<p>A, I, R</p> <p>A, I</p> <p>A, I</p> <p>A, I, O</p> <p>A</p> <p>A, I</p>
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Key Criteria	Essential	Desirable	Assessed By
Personal Attributes	<p>Passionate approach to teaching and learning</p> <p>Commitment to the ethos and values of Cathedral Primary School</p> <p>Caring nature</p> <p>Ability to inspire learners</p> <p>Desire to provide the best possible education to all learners</p> <p>Ability to enthuse and motivate others</p>	<p>Brings personal interests and enthusiasms to the school community</p> <p>Support for enriching curriculum through co-curricular activities.</p>	<p>A, I</p> <p>A</p> <p>O, R</p> <p>A, O</p> <p>A</p> <p>A, R</p>

	Positive approach to change and development		A
	Flexibility and adaptability		A, R
	Strong commitment to personal CPD		A, R
	Professional approach		A, I, O
	Innovative, creative and willing to take appropriate risks		A, I, O
	Robust and assertive Able to inspire confidence in pupils, parents, carers and colleagues		A, I, R

Key Criteria	Essential	Desirable	Assessed By
Safeguarding	Evidence of suitability to work with children (enhanced DBS check)		A, R
	Evidence of commitment to the safeguarding, health and welfare of children		A, R, I
	Maintain confidentiality and handle sensitive information in accordance with Data Protection rules.		I

We are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff and volunteers to share this commitment. All posts at Cathedral Schools Trust are subject to pre-employment checks including, but not limited to, initial and periodic enhanced level checks with the Disclosure and Barring Service.
