

**Person Specification – SENDCO**

Specification	Essential	Desirable	How Identified
<b>Education, Training and Qualifications</b>	<ul style="list-style-type: none"> <li>Degree or equivalent</li> <li>QTS</li> <li>NPQML, NPQSL or equivalent</li> <li>National Award for SEN coordination (or working towards)</li> <li>Willingness to work towards further qualifications</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of further, relevant qualifications</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>References</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Proven track record of high quality primary teaching</li> <li>Experience of school leadership (e.g. SENDCO or middle leadership post)</li> <li>Experience of working with students with SEN, including those presenting with challenging behaviour</li> <li>Evidence of excellent behaviour management skills</li> <li>Experience of delivering SEN interventions and monitoring impact</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working in a primary school in an area of social deprivation</li> <li>Experience of leading CPD for staff</li> <li>Experience of applying for and implementing access arrangements for public examinations</li> <li>Experience of line management responsibility</li> <li>Experience in school (or subject) self-evaluation and improvement planning</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>References</li> </ul>
<b>Knowledge and Skills</b>	<ul style="list-style-type: none"> <li>Knowledge &amp; understanding of the SEN Code of Practice</li> <li>Ability to analyse data and use this to inform strategic planning</li> <li>Good knowledge of effective strategies for teaching and learning</li> <li>Ability to use evidence to inform most appropriate strategies and interventions to support pupil progress</li> <li>Ability to communicate effectively in various forms</li> <li>Good knowledge of current educational issues</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge and understanding of working with pupils who have suffered Adverse Childhood Experiences (ACEs) &amp; trauma</li> <li>Knowledge and experience of restorative approaches to managing conflict</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>References</li> </ul>

<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Ability to establish effective working relationships with all members of the school community, parents and external partners/agencies</li> <li>• Ability to hold others to account, providing support and challenge as necessary</li> <li>• Strong personal drive and commitment to see tasks through to completion</li> <li>• Ability to effectively prioritise tasks and manage own time</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of multi-agency working</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> <li>• References</li> </ul>
<b>Safeguarding</b>	<ul style="list-style-type: none"> <li>• Enhanced DBS</li> <li>• Satisfactory reference from current employer</li> </ul>	<ul style="list-style-type: none"> <li>• Further Safeguarding training – Level 3 or in specific aspects e.g. Domestic abuse</li> <li>• Experience of working in the field of safeguarding (eg DSL/DDSL)</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> <li>• References</li> </ul>
<b>Wider Contribution to the school/Trust</b>	<ul style="list-style-type: none"> <li>• Commitment to collaborative working</li> </ul>	<ul style="list-style-type: none"> <li>• Interests other than education</li> <li>• Desire to offer extra-curricular activities</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> <li>• References</li> </ul>