

**Person specification - SENCo**

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| criteria | qualities |
| **Qualifications  and training** | Qualified teacher  National Award for SEN Co-ordination, or a willingness to complete it within 3 years of appointment  Degree |
| **Experience** | Teaching experience  Experience of working at a whole-school level  Involvement in self-evaluation and development planning  Experience of conducting training/leading INSET/Line Manager Responsibilities |
| **Skills and knowledge** | 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 work with parents  Ability to influence and negotiate  Good record-keeping skills |
| **Personal qualities** | 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 |