

Job Description - SENDCO

Key purpose of the role

Enable the Trust to realise its mission to 'Transform lives, strengthen communities, and make the world a better place by providing a high calibre teaching and learning environment that is inclusive and supportive by challenging educational and social disadvantage in the South West ensuring all students receive the tailored support they need to thrive.

Your responsibilities

- Live our mission and values every day
- Promote safeguarding policies and procedures to protect students, maintaining a culture in which students are protected and achieve the best outcomes
- Role model responsibilities and provide great management and leadership to ensure all staff flourish professionally and personally.
- Identify students with special educational needs and disabilities, assessing their specific requirements
- Develop and implement IEPs tailored to each student's needs, ensuring they receive appropriate support
- Working closely with teachers, parents, and external agencies to coordinate support and resources for students
- Providing training and support to staff to enhance their understanding and ability to support students
- Regularly reviewing and monitoring the progress of students, adjusting support strategies as needed
- Ensuring the school complies with statutory requirements and policies related to SEND, including the Code of Practice
- Manage resources and support services for students, including budgeting and allocation of funds
- Act as an advocate for students, ensuring their needs and rights are represented within the school community
- Maintain accurate and up-to-date records of students, including their progress and any intervention
- Contributing to the development and implementation of school policies related to SEND, ensuring they reflect best practices and current legislation
- As part of the leadership team, plan for the best use of all resources across the school within allocated budgets
- Support exam entry requirements to ensure all access arrangements are in place and resourced
- Deputise for senior leaders and carry out any other reasonable duties as requested by Headteacher or Line Manager

Your key objectives

To support pupils to:

- Love coming to school
- Achieve well
- Live a life of opportunity

To support colleagues to:

- Love coming to work
- Build high quality professional relationships with Trust networks
- Inspire others

To support communities to:

- Love our schools
- Value working together
- Make the world a better place

Person Specification

Qualifications	• Qualified Teacher Status • Good honours degree • National Award for SEN Coordination (NASENCO)/NPQSEN or willingness to complete this within 1 years of appointment. • Evidence of professional development particularly in relation to SEND	Essential Essential Essential Essential
Experience	• Proven experience in teaching and working with children with special educational needs and disabilities. • Experience in leading and managing staff, including delivering training and professional development. • Experience in developing and implementing Individual Education Plans (IEPs) and other support plans • In-depth knowledge of the SEND Code of Practice and relevant legislation • Awareness of the latest research and best practices in SEND education • Application of effective teaching and learning strategies for pupils with SEND	Essential Essential Essential Essential Essential Essential
Key skills	• Excellent communication and interpersonal skills, with the ability to build positive relationships with pupils, parents, staff, and external agencies. • Strong leadership and management skills, with the ability to inspire and motivate others. • Ability to assess and monitor pupil progress and use data to inform interventions. • Strong organisational skills, with the ability to manage multiple priorities and meet deadlines. • Ability to work collaboratively as part of a team and independently when required. • A commitment to inclusive education and the principles of equality and diversity. • A reflective practitioner who is committed to continuous improvement • Empathy, patience, and a genuine passion for supporting children with SEND. • Resilience and the ability to remain calm under pressure. • A proactive and solution-focused approach to problem-solving.	Essential Essential Essential Essential Essential Essential Essential Essential Essential
Values	• Ambitious: works hard, has the highest standards and is positive for the future • Selfless: is self-aware and emotionally intelligent to be able to support self and others to thrive. Works selflessly to support the Trust's mission and strategic priorities • Collaborative: builds strong relationships and networks	Essential Essential Essential