



Naphill and Walters Ash School

Kilnwood, Walters Ash, High Wycombe, Bucks, HP14 4UL

Headteacher: Elizabeth Wilson

01494 562813

office@nap-walt.bucks.sch.uk

The Role of SENDCo at Naphill and Walters Ash School

Purpose of the Role

The SENDCo will provide strategic leadership and operational management of SEND provision across the school, ensuring that pupils with special educational needs and disabilities achieve their full academic, social and emotional potential.

The role is central to the school's commitment to inclusion and quality first teaching, particularly within a context of a higher than average level of SEND.

Key Responsibilities

Strategic Leadership

- Implement and regularly review the school's SEND policy and ensure consistent practice across the school
- Keep SEND high profile and integral to the School Development Plan
- Contribute to strategic decision-making as a member of the Senior Leadership Team

Provision and Outcomes

- Raise the achievement, progress and attainment of pupils with SEND
- Coordinate, monitor and evaluate SEND provision across the school
- Ensure provision is matched effectively to pupil needs and adjusted where necessary
- Monitor the impact of teaching and learning activities on outcomes for pupils with SEND
- Maintain and oversee the school's SEND provision using Provision Map, ensuring accurate tracking of interventions, resources and pupil progress

Teaching and Learning

- Support the development of high-achieving classrooms that foster the progress of pupils with SEND
- Support staff in delivering consistently high-quality first teaching
- Lead staff development and provide guidance, advice and training related to SEND

Statutory Responsibilities

- Ensure the school meets its statutory duties under the SEND Code of Practice
- Coordinate and manage EHCP processes, including reviews and associated documentation
- Maintain accurate SEND records and relevant data

Communication and Collaboration

- Liaise effectively with pupils, parents/carers, staff, governors, external professionals and agencies
 - Build strong, trusting relationships to support pupils and families
 - Work with other schools and services to share best practice and ensure continuity of support
-

Person Specification

Essential

- Qualified Teacher Status (QTS)
- National Award for SEN Coordination / NPQSENDCO (or working towards)
- Strong working knowledge of the SEND Code of Practice
- Proven experience of improving outcomes for pupils with SEND
- Excellent communication, leadership and organisational skills
- Strong commitment to inclusive education and high expectations

Desirable

- Experience as a SENDCo in a primary setting
- Experience working within a school with high SEND needs
- Experience of multi-agency working and EHCP processes