

Job Description: SENDCo

Purpose of Role:

To lead the strategic development and day-to-day operation of SEND provision across the school, ensuring high standards of teaching, learning, and pupil outcomes.

Key Responsibilities:

- Ensure the best outcomes possible for all children in our care
- Develop and implement the school's SEND policy and provision map
- Maintain the SEND register and oversee EHCPs and referrals
- Lead annual reviews and structured conversations with families
- Provide professional guidance and training to staff
- Monitor pupil progress and evaluate intervention effectiveness
- Liaise with external agencies and ensure multi-agency collaboration
- Contribute to the School Development Plan and SEND Action Plan
- Promote inclusive practices and pupil voice
- Ensure compliance with statutory SEND requirements

Leadership Responsibilities:

- Contribute to the school ethos in a collaborative way
- Represent the school positively in the wider community
- Take an active part in school life
- Embody the values of the school