

Person Specification – SENDCO



West Park School

The successful candidate will embody the values and spirit of the West Park family, demonstrating a deep commitment to inclusion, community, and the belief that every young person can thrive.

Qualifications

Essential

- Qualified Teacher Status (QTS).
- National Award for SEN Coordination (NASENCO), or willingness to complete it within the required timeframe.

Desirable

- Additional SEND-related qualifications or training.
- Leadership, coaching, or mentoring accreditation.
- JCQ access arrangements assessor qualification.

Experience

Essential

- Experience supporting pupils with a range of SEND needs in a secondary setting.
- Experience working collaboratively with families, external agencies, and multi-professional teams.
- Experience contributing to or leading SEND provision, interventions, or support strategies.
- Experience coordinating EHCP processes and statutory reviews.

Desirable

- Experience in a middle-leadership or whole-school role.
- Experience designing or delivering staff training or CPD.

Knowledge & Understanding

Essential

- Strong understanding of the SEND Code of Practice and statutory responsibilities.
- Knowledge of effective adaptive teaching strategies and inclusive classroom practice.
- Understanding of safeguarding principles and the needs of vulnerable learners.

Desirable

- Awareness of local authority SEND processes and Derby-specific pathways.
- Understanding of current educational research relating to inclusion and SEND.

Skills & Abilities

Essential

- Excellent communication skills, with warmth, clarity, and empathy.
- Ability to build trusting, positive relationships with pupils, families, and colleagues.
- Strong organisational and time-management skills.
- Ability to analyse data and use it to inform provision and intervention.
- Ability to lead, motivate, and support a team of support staff.

Desirable

- Ability to design and deliver high-quality CPD.
- Ability to develop innovative approaches to SEND provision and whole-school inclusion.

Personal Qualities

Essential

- Compassionate, patient, and deeply pupil-centred.
- Resilient, reflective, and committed to continuous improvement.
- A strong belief in the potential of every young person.
- A role model for the school's core values of **Hard Work, Achievement, Resilience and Kindness**.
- A positive, solution-focused approach to challenges.

Desirable

- Creativity in problem-solving and provision design.
- A willingness to contribute to wider school life and enrichment.

Commitment

Essential

- Commitment to safeguarding and promoting the welfare of children.
- Commitment to inclusive practice and equality of opportunity.
- Commitment to working in partnership with families and the wider community as part of the West Park family