



SENDCo Person Specification

This person specification outlines the attributes that a candidate will need to have in order to undertake the roles and responsibilities of the **SENDCo** to the high standard required.

	Essential qualities	Desirable qualities
Knowledge/ Experience	<ul style="list-style-type: none"> ■ Qualified teacher ■ Evidence of significant positive impact on the outcomes of students, particularly students with additional needs ■ Knowledge of safeguarding procedures in a school environment ■ Recent experience of working in a secondary school setting 	<ul style="list-style-type: none"> ■ National Award in Special Educational Needs coordination ■ Evidence of successful leadership of a whole school initiative ■ Experience of monitoring and evaluating the quality of education
Skills/Abilities	<ul style="list-style-type: none"> ■ Ability to take the initiative ■ Ability to plan strategically ■ Ability to develop others ■ Outstanding personal practice in working with and motivating all students, particularly students with additional needs ■ Excellent communication skills across a range of audiences ■ Ability to lead project teams through planning, implementation and review ■ Capacity to manage a significant workload in a timely fashion 	<ul style="list-style-type: none"> ■ Ability to analyse and evaluate key data ■ Previous experience of planning and implementing bespoke interventions for small groups of students
Personal characteristics	<ul style="list-style-type: none"> ■ Ability to demonstrate empathy ■ Willingness to accept responsibility ■ Determination, resilience and tenacity ■ Enthusiastic and positive attitude ■ Ability to work independently ■ Positive team leader and team member ■ Willingness to work as part of a wider safeguarding team ■ Ability to inspire the trust and respect of students, parents, staff and governors 	<ul style="list-style-type: none"> ■ Commitment to lifelong learning

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