

## PERSON SPECIFICATION – SENCO

Category	Essential	Desirable	Attained by
1. Qualifications/ Professional Development	<ul style="list-style-type: none"> <li>Degree</li> <li>Qualified Teacher Status</li> <li>Evidence of recent and relevant SEN qualifications / training</li> </ul>	Evidence of continuous INSET and commitment to further professional development	<ul style="list-style-type: none"> <li>Application form</li> <li>Documentary evidence</li> </ul>
2. Experience	<ul style="list-style-type: none"> <li>Experience working across the primary age range</li> <li>Experience of working with children with a range of SEN, including those with dyslexia and/or autism</li> <li>Experience of using a range of teaching strategies designed to meet the educational needs of children with different learning difficulties</li> <li>Working closely with parents, Learning Support Assistants and other professionals</li> </ul>	National Award for Special Educational Needs Co-ordination or to be attained within 3 years from date of appointment	<ul style="list-style-type: none"> <li>Application Form</li> <li>Interview</li> <li>References</li> </ul>
3. Knowledge	<ul style="list-style-type: none"> <li>Sound knowledge of the National and Early Years Curriculums</li> <li>Ability to plan, teach and assess effectively a range of pupils, including those working at p levels</li> <li>A practical understanding of equal opportunities</li> <li>Secure subject knowledge, particularly of early literacy and numeracy</li> <li>Understanding of and ability to use teaching and learning strategies appropriate for Children with SEN</li> <li>Understanding of and ability to use teaching and learning strategies appropriate for children with very specific needs such as those related to autism</li> <li>The statutory requirements of legislation concerning Equal Opportunities, Health and Safety, SEN and Child Protection</li> <li>The positive links necessary within school and with all its stakeholders</li> </ul>		<ul style="list-style-type: none"> <li>References</li> <li>Interview</li> </ul>

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<b>4. Communication</b>	<ul style="list-style-type: none"> <li>The ability to communicate effectively in a verbal and written form to a range of audiences</li> </ul>		<ul style="list-style-type: none"> <li>Application Form</li> <li>Interview</li> </ul>
<b>5. Skills and Aptitudes</b>	<ul style="list-style-type: none"> <li>A highly motivated, energetic and enthusiastic teacher who is approachable and promotes positive relationships</li> <li>A proven track record as an excellent, creative teacher who motivates children</li> <li>Able to relate well to children and share their interests and enthusiasms</li> <li>Effective administrative and organisational skills</li> <li>Ability to communicate orally and in writing to a wide range of audiences, including outside agencies</li> <li>Ability to manage effectively pupil discipline and have a commitment to a high level of pastoral care, working knowledge of ICT for teaching and administrative purposes</li> <li>Ability to cope with the pressures of a demanding management position</li> </ul>	<p>In addition, the SENCO might also be able to:</p> <ul style="list-style-type: none"> <li>Develop strategies for community links</li> <li>Contribute to specific curriculum area or areas</li> </ul>	<ul style="list-style-type: none"> <li>Application Form</li> <li>References</li> <li>Interview</li> <li>Specific Qualifications or experience</li> </ul>
<b>6. Disposition</b>	<ul style="list-style-type: none"> <li>Commitment to providing an effective learning environment appropriate to the need and abilities of all pupils.</li> <li>Commitment to the development and maintenance of positive partnerships between the school, parents and the community.</li> <li>Able to work as part of a team</li> </ul>		<ul style="list-style-type: none"> <li>Application Form</li> <li>References</li> <li>Interview</li> </ul>
<b>7. Personal Qualities</b>	<ul style="list-style-type: none"> <li>Passionate about Teaching and Learning</li> <li>Displays warmth, care and sensitivity in dealing with children</li> <li>Open minded, self-evaluative and adaptable to changing circumstances and new ideas</li> <li>Able to enthuse and reflect upon experience</li> <li>Willingness to be involved in the wider life of the school</li> <li>Ability to prioritise</li> <li>Good interpersonal/communication skills</li> </ul>		<ul style="list-style-type: none"> <li>Interview</li> </ul>

<b>8. Special Requirements</b>	<ul style="list-style-type: none"> <li>• An enhanced DBS check is required for all successful applicants</li> <li>• Satisfactory health and attendance record</li> <li>• Right to work check</li> <li>• Positive recommendation in two professional references from current and previous employer</li> <li>• Comply with the Trust's policies including: Safeguarding, GDPR Health &amp; Safety No smoking or alcohol at work ICT User and Mobile Device Staff Code of Conduct and Dress Code</li> </ul>		<ul style="list-style-type: none"> <li>• DBS check</li> <li>• Medical Check</li> <li>• Professional References</li> <li>• Documentary Evidence</li> </ul>
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#### Note to Applicants:

- The Recruitment Team are advised to focus on determining whether the candidates meet the requirements in relation to the broad categories, rather than in relation to the individual criteria that are used to illustrate them.
- The criteria may be evidenced across a broad continuum, ranging from evidence that is minimal through to evidence that is substantial and secure.
- It is expected that evidence of meeting these criteria will be gathered from scrutinising the candidate's application and observing all the various aspects of the interview process.
- The Recruitment Team may wish to determine at the outset in which aspects of the selection process they will seek to find evidence to meet the above criteria.