



**St. Nicolas' Church of England Combined School**

**Person Specification**

**SENDCo**

**1 ½ days per week to cover maternity leave**

**Pay Scale:**

Reporting to the Headteacher

Criteria: E = Essential D = Desirable

- E Experience of working as a middle or senior leader in a primary school.
- E Evidence of being an excellent classroom practitioner in a primary school.
- E Evidence showing an interest in pupils with special needs.
- E Experience of working with pupils with special needs and other key groups of pupils (e.g. EAL, Gifted and Talented, Looked After or those on the Child Protection Register).
- E Knowledge of working with outside agencies.
- E Experience, or interest, in delivering training for others.
- E Experience observing and feeding back to colleagues.
- E Experience and understanding of issues of inclusion in a mainstream school.
- D Experience of being a class teacher in more than one phase.

**Criteria Qualifications & Training**

- E Qualified Teacher Status.
- E Recent, relevant in-service training – particularly in relation to inclusion and
- D Safeguarding.
- E Working knowledge of the SEND code of practice.
- D SENDCo qualification.

**Criteria Skills**

- E Able to lead on the identification of pupils' needs and act upon them in order to raise standards.
- E Able to effectively manage pupils' behaviour in a positive manner with consistent clear boundaries following the school's behaviour management policy.
- E Support staff to enable pupils with identified additional needs to make significant progress.
- E Good communication and interpersonal skills – able to talk effectively to children, parents, governors, external professionals and colleagues.

- E To make a significant contribution to the school raising the standards of achievement.
- E To know and understand the range of sources of evidence to make judgements and identify next steps (e.g. Analyse school performance (ASP), lessons observations, work scrutinising).
- E Confident in the use of ICT.
- E Promote an ethos conducive to good relationships whilst maintaining high standards of behaviour.
- E Persevere with optimism in the face of difficulties and challenges, seeing possibilities and opportunities in challenging situations.

#### Criteria Personal Qualities & Attributes

- E Well organised.
- E Calm and positive.
- E Dynamic with strong leadership qualities.
- E Dependable and reliable, with a good record of attendance.
- E Flexible approach and an ability to respond to changes in circumstances effectively.
- E High level of written and oral communication skills.
- E A commitment to work together with all stakeholders including the wider community.
- E Satisfactory enhanced DBS/CRB check and references.
- E Able to manage the paperwork involved in SEND procedures.

At St Nicolas' all staff are valued and supported in their personal and professional development within a nurturing environment. We actively promote the Equality Act and will expect all applicants to demonstrate their commitment to equality in order to improve outcomes for all children who attend the school.

Applicants will also be required to demonstrate their suitability to work with children, including motivation, ability to maintain appropriate relationships with children, emotional resilience to challenging behaviour and attitudes to the use of authority and maintenance of discipline.