

INCLUSION COORDINATOR AND SENCO Personal Specification

	Essential	Desirable
Qualifications	<p>Degree</p> <p>Qualified Teacher Status</p> <p>Strong qualifications in English and Maths</p>	<p>National Award for SEN Co-ordination</p> <p>Level 7 Diploma in Teaching and Assessing Learners with Dyslexia/Specific Learning Difficulties</p>
Knowledge & Experience	<p>Evidence of ongoing professional development; attendance on courses, INSET, action research, personal study etc.</p> <p>Commitment to continuing professional development, working towards standards and role expectations described in the Teacher Standards Framework for SENCO</p> <p>Experience of leading change</p>	<p>Previous SIMS Experience</p>
Skills & Aptitudes	<p>Willingness to work as part of a team</p> <p>Good organisational Skills</p> <p>Ability to work to deadlines</p> <p>Ability to manage own work effectively</p> <p>Able to use own initiative</p> <p>Ability to carry out health and safety checks and maintain relevant records</p>	<p>Ability to use iPads and GoogleDrive</p>
Personal Attributes	<p>Cheerful disposition</p> <p>Team player</p> <p>Sense of responsibility and confidentiality</p> <p>Professionalism and Integrity</p> <p>Dedication and Enthusiasm</p>	

	Energy and Resilience Approachability Flexibility Ability to follow instructions	
--	---	--