# WADDESDON CHURCH OF ENGLAND SCHOOL

# Person Specification: Special Educational Needs Co-ordinator (SENCo)

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| **Personal Attributes required**  **(on the basis of the job description)** | **Essential (E)**  **or**  **Desirable (D)** | **To be identified by:**  **(eg application form, interview, reference etc)** |
| **Qualifications**   * Qualified Teacher Status * Good record of on-going professional development * National Award for SEN Co-ordination or a willingness to complete within three years of appointment. * Degree | E  E  E  E | AF / Quals  AF / Quals  AF/Int  AF / Quals |
| **Experience**   * A strong record as an Outstanding teacher with excellent outcomes for all students, at all levels and whatever their backgrounds * Experience of working at a whole-school level * Involvement in self-evaluation and development planning * Experience of conducting/leading INSET * Experience of working with students with SEND * Experience of leading and managing a team, or group of colleagues | E  E  E  D  E  D | AF / Int / Ref  AF / Int / Ref  AF / Int / Ref  AF / Int  AF / Int  AF / Int / Ref |
| **Knowledge and Skills**   * Sound knowledge of SEND Code of Practice * Understanding of what makes ‘quality first’ teaching, and effective intervention strategies * Ability to plan and evaluate interventions * Data analysis skills, and the ability to use data to inform provision planning * Effective communication and interpersonal skills * Ability to build effective working relationships * Ability to influence and negotiate * Good record-keeping skills | E  E  D  D  E  E  E  E | AF / Int  AF / Int  AF / Int  AF / Int  AF / Int / Ref  AF / Int / Ref  AF / Int / Ref  AF / Int |
| **Personal Qualities**   * An absolute commitment to safeguarding children * Personal and professional integrity * An unshakeable belief in the ability of children and young people to achieve and to overcome obstacles to their learning * Confidentiality | E  E  E  E | AF / Int / Ref  AF / Int / Ref  AF / Int  AF / Int / Ref |

**December, 2019**