**SENDCO**

**Person Specification**

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| **Requirement** | **Essential** | **Desirable** | **How Assessed** |
| **Qualifications** | * Degree or equivalent * QTS * Willingness to work towards further qualifications | * National Award for SEN coordination (or working towards) * Specialist assessor award * Evidence of further, relevant qualifications | **A** |
| **Experience** | * Proven track record of high quality secondary teaching * Experience of working with students with SEN, including those presenting with challenging behaviour * Evidence of excellent behaviour management skills | * Experience of working in a PRU or Special School setting * Experience as SENDCO or School leadership experience (e.g. Head of Department) * Experience of leading CPD for staff * Experience of delivering SEN interventions & monitoring impact * Experience of applying for and implementing access arrangements for public examinations | **A, I, R** |
| **Knowledge and Skills** | * Knowledge of the SEN Code of Practice * Ability to analyse data and use this to inform strategic planning * Ability to use evidence to inform most appropriate strategies to support student progress * Ability to communicate effectively and prepare clear and concise written and verbal reports which accurately detail complex issues * Good knowledge of current educational issues | * Knowledge and understanding of working with students who have suffered childhood trauma * Knowledge and experience of restorative approaches to managing conflict | **A, I, R** |
| **Personal and Interpersonal Skills** | * Ability to establish effective working relationships with all members of the school community, parents and external partners/agencies * Ability to hold others to account, providing support and challenge as necessary * Strong personal drive and commitment to see tasks through to completion * Ability to effectively prioritise tasks and manage own time | * Experience of multi-agency working | **A, I, R** |
| **Safeguarding** | * Enhanced DBS * Current Basic Awareness certification * Satisfactory reference from current employer | * Further Safeguarding training – Level 3 or in specific aspects e.g. Domestic abuse | **A, I, R** |