**SENDCO**

**Person Specification**

|  |  |  |  |
| --- | --- | --- | --- |
| **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** |