

## SENDCo – Person Specification

	<b><i>Essential</i></b>	<b><i>A/I</i></b>	<b><i>Desirable</i></b>	<b><i>A/I</i></b>
<b>Education and Qualifications</b>	<ul style="list-style-type: none"> <li>• QTS</li> <li>• Degree</li> <li>• National SENDCo Award</li> </ul>	A/I A/I	<ul style="list-style-type: none"> <li>• Demonstrable commitment to on-going personal CPD</li> </ul>	A
<b>Professional Experience and Knowledge</b>	<ul style="list-style-type: none"> <li>• Experience in identifying, assessing and responding to a range of individual needs</li> </ul>	A/I	<ul style="list-style-type: none"> <li>• Experience of leading a successful team in a secondary school context</li> </ul>	A
<b>Skills, Knowledge and Aptitude</b>	<ul style="list-style-type: none"> <li>• Be well-informed about best practice, developments and initiatives in SEND provision</li> <li>• High levels of personal organisation and the ability to organise the work of others</li> <li>• Ability to inspire others and to encourage a collegiate approach to the work of the Academy</li> <li>• Ability to lead by example in delivering the highest quality opportunities to the students</li> <li>• Ability to ensure compliance with Academy policies and Performance Management procedures</li> </ul>	A/I A/I A/I A/I A/I	<ul style="list-style-type: none"> <li>• Proven record of improvement within an area of a secondary school</li> <li>• Experience of developing the organisational skills of others in a team</li> <li>• Demonstrable excellent outcomes in present position</li> </ul>	A/I
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Professional approach</li> <li>• Able to demonstrate absolute discretion, confidentiality and commitment</li> <li>• Able to liaise sensitively with colleagues, students, parents and carers</li> <li>• Enthusiasm, determination and an insistence on the highest standards</li> <li>• A commitment to diversity and equality</li> <li>• Able to problem- solve , and work independently</li> <li>• Resilience and a determination to succeed</li> </ul>	A/I A/I A/I A/I A/I A/I	<ul style="list-style-type: none"> <li>• All essential personal qualities having been demonstrated in a secondary school role</li> </ul>	A