

PERSON SPECIFICATION		
Post Title:	Assistant Headteacher – SENDCo & Inclusion Lead	
School:	Trinity High School	
Salary Scale:	Leadership Scale (L8-L12)	
Hours:	Full time	
Job Summary:	To provide strategic leadership for Special Educational Needs and Disabilities (SEND) and inclusion across the school, ensuring that all pupils receive a high-quality education and achieve ambitious outcomes.	
Criteria	Essential	Desirable
Qualifications	• Qualified Teacher Status (QTS) • Degree Qualification • National Award for SEN Coordination (NASENCO) or willingness to complete within statutory timescales • Evidence of ongoing professional development	• Relevant postgraduate qualification • SEND leadership qualification • Leadership qualification (NPQSL, NPQH or equivalent)
Experience	• Successful experience as a SENDCo or senior SEND leader • Experience of managing SEND provision in a secondary school • Successful middle or senior leadership experience • Experience of leading staff and managing teams • Experience of working with external agencies and stakeholders • Experience of analysing data and using evidence to improve outcomes • Proven ability to improve outcomes for vulnerable learners •	• Experience of leading specialist provisions or inclusion bases • Experience as a member of a senior leadership team • Experience of managing EHCP funding and SEND budgets
Knowledge & Skills	• Excellent knowledge of the SEND Code of Practice • Strong understanding of inclusive education • Knowledge of safeguarding and attendance processes • Understanding of adaptive teaching and curriculum inclusion • Understanding of SEND assessment and intervention • Knowledge of current national developments in SEND	
Personal Qualities	• Highly organised and strategic	

	• Resilient and solution-focused • Excellent communicator • Visible and approachable leader • Strong moral purpose • Commitment to inclusion and excellence • Ability to inspire, challenge and support colleagues	
Philosophy, Beliefs And Values	• Respect for and tolerance of culture and religion of others. • High expectations of students' attainment and behaviour • Commitment to the success of every student and principles of inclusion	• Willing to involve yourself in the life of the school.
Safeguarding And Welfare Of Children	• Suitability to work with young children. • Able to form and maintain appropriate relationships and personal boundaries.	
Contraindicators	• Criminal convictions involving offences against children.	