



Person Specification – Assistant SENCo

SENCO	ESSENTIAL	DESIRABLE
Education and Qualifications	<p>Education to degree or equivalent level and QTS</p> <p>Evidence of recent professional development</p>	<p>Evidence of further professional study in the area of SEN.</p>
Specialist Knowledge and Skills	<p>Outstanding teacher with evidence of successful teaching in a secondary school.</p> <p>Knowledge and understanding of the range of complex needs experienced by students who find it challenging to access the normal school curriculum.</p> <p>Up to date knowledge of curriculum and assessment.</p> <p>Understanding of differentiation and the impact of the development of literacy across the curriculum.</p> <p>Knowledge of the changes to the SEND Code of Practice 2014 including statutory guidance on EHCPs.</p> <p>Ability to use data and strategic information to raise student attainment.</p> <p>ICT competency.</p> <p>Knowledge and understanding of safeguarding issues.</p>	<p>Knowledge of the family code of practice and other legislative frameworks.</p> <p>Understanding of the legal framework of EHCP.</p> <p>Understanding of the LA role in the college and their statutory duties.</p> <p>Ability to work with Sims or other management systems such as my concern, sira etc.</p> <p>Knowledge and understanding of inclusion in a whole school setting.</p> <p>Knowledge of exam access arrangements.</p> <p>Experience of delivering literacy and numeracy interventions.</p>
Leadership and Management	<p>Ability to set clear expectations, to demand high standards and to hold others to account.</p> <p>Positive attitude towards change; innovative and self-reflective.</p> <p>The ability to plan and prioritise, to complete tasks efficiently on time and to work with detail.</p> <p>The ability to motivate and enthuse colleagues.</p> <p>Excellent communication and interpersonal skills.</p>	<p>Excellent presentation skills with the ability to lead training.</p> <p>Experience of working with a variety of SEN in a variety of different contexts.</p> <p>Experience of partnership working with parents.</p>

	<p>Ability to chair meetings effectively and delegate. Good negotiating skills and the ability to diffuse situations.</p> <p>Resilient when faced with complex situations.</p>	
Relevant Experience	<p>Recent experience in a secondary school.</p> <p>Recent experience of leadership.</p> <p>Recent experience of pastoral care.</p>	<p>Successful experience of leading a significant 'new initiative'.</p> <p>Experience of partnership working</p> <p>Recent experience of managing SEND.</p>
Additional Requirements	<p>Commitment to completing NASENCO qualification and to continuous improvement.</p> <p>Commitment to meeting the needs of all students.</p> <p>Sense of humour, presence, drive, passion and flexibility.</p> <p>Able to work independently and as part of a team.</p> <p>Approachable and sensitive to the needs of others.</p> <p>Openness and willingness to address and discuss relevant issues.</p>	<p>NASENCO qualification.</p> <p>Willingness to take part in extra-curricular activities, including trips and visits, and to make a significant contribution to the wider life of the school.</p>