



**PERSON SPECIFICATION**  
**SPECIAL EDUCATIONAL NEEDS COORDINATOR / TEACHER**

<b>ESSENTIAL</b>	
<b>EDUCATION &amp; QUALIFICATIONS</b>	<ul style="list-style-type: none"><li>• Fully Qualified teacher (BA Ed. / P.G.C.E. / Q.T.S.)</li><li>• UK National SENCO Award or a willingness to undertake</li><li>• Primary teaching or Secondary subject specialism experience</li><li>• Evidence of recent training relevant to the SEND role, within subject specialism or evidence of continuing professional development</li></ul>
<b>KNOWLEDGE &amp; EXPERIENCE</b>	<ul style="list-style-type: none"><li>• Thorough understanding of safeguarding all children, including those with increased vulnerabilities</li><li>• Knowledge of current developments in SEND provision</li><li>• Experience of responsibility and leadership across a department</li><li>• Experience of development of Student Support plans, SEND registers and support mapping.</li><li>• Knowledge &amp; experience of teaching at Primary level or within secondary subject specialism</li><li>• An understanding of assessment against the National Curriculum levels or a knowledge of secondary assessment practices including iGCSE</li><li>• A proven track record in raising achievement within his/her own teaching</li><li>• Be confident in the use of technology to enhance young people's learning</li><li>• Demonstrate a commitment to inclusive practices which promote self-control, independence and good behaviour</li></ul>
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"><li>• Have excellent planning, organisation and communication skills</li><li>• To constantly improve own practice/knowledge through self-evaluation and learning from others</li><li>• To be able to develop positive relationships with colleagues, students, parents and other professionals as appropriate</li><li>• To create a stimulating, safe, well organised learning environment</li><li>• Be able to lead an effective department within the school and be a model of good practice.</li><li>• Demonstrate a high level of self-motivation, energy and enthusiasm for the education of all young people.</li><li>• Be supportive of the mission and aims of BESA</li><li>• Demonstrate capacity to be a good role model for all members of the school community.</li></ul>
<b>OTHER</b>	<ul style="list-style-type: none"><li>• Be a fluent English speaker</li><li>• A full suite of pre-employment checks is required for this post including social media screening, criminal record &amp; prohibition checks</li><li>• Additional pre-employment checks may be required</li></ul>