

Job Profile

Title: SENDCO
Salary: Inner London (competitive salary based on experience and skills)
Start date: September 2024
Contract: Permanent, full-time, subject to an Enhanced DBS check

We are looking for an outstanding practitioner who has experience providing and supporting students with SEND to succeed whatever their starting point, whatever their needs.

The successful candidate will be working with the Head of Inclusion supporting teachers and children across primary and secondary and overseeing provision and progress for all SEND children. They will be part of a highly talented and committed department. They will play a vital role in the development of the school's SEND provision and oversight of the day-to-day operation of that policy with the aim of raising SEN pupil achievement ensuring that every pupil meets their full potential.

Job Specification

Qualifications & training	<ul style="list-style-type: none">• Qualified teacher status• National Award for SEN Coordination• Degree.
Experience	<ul style="list-style-type: none">• Teaching experience• Experience of working at a whole-school level• Involvement in self-evaluation and development planning
Skills & Knowledge	<ul style="list-style-type: none">• Sound knowledge of the SEND Code of Practice• Understanding of what makes 'quality first' teaching, and of effective intervention strategies• Ability to plan and evaluate interventions• Data analysis skills, and the ability to use data to inform provision• planning• Effective communication and interpersonal skills• Ability to build effective working relationships• Ability to influence and negotiate• Good record-keeping skills
Personal Qualities	<ul style="list-style-type: none">• Commitment to getting the best outcomes for pupils and promoting the ethos and values of the school• Commitment to equal opportunities and securing good outcomes of pupils with SEN or a disability• Ability to work under pressure and prioritise effectively• Commitment to maintaining confidentiality at all times• Commitment to safeguarding and equality

Job Description

Key responsibilities	<p>The SENCO, under the direction of the Head of Inclusion, will:</p> <ul style="list-style-type: none">● Support with the strategic development of special educational needs (SEN) policy and provision at School 21● Be responsible for day-to-day operation of the SEN policy and coordination of specific provision to support individual pupils with SEN or a disability● Provide professional guidance to colleagues, working closely with staff, parents and other agencies● The SENCO will also be expected to fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document and Teacher Standards.
Strategic development of SEN policy & provision	<ul style="list-style-type: none">● Have a strategic overview of provision for pupils with SEN or a disability across the school, monitoring and reviewing the quality of provision● Contribute to school self-evaluations, particularly with respect to provision for pupils with SEN or a disability● Ensure the SEN policy is put into practice, and that the objectives of this policy are reflected in school improvement plans● Maintain an up-to-date knowledge of national and local initiatives which may affect the schools' policies and practices● Evaluate whether funding is being used effectively, and propose changes to make use of funding more effective● Collaborate and share good practice with SEN colleagues across the whole school, leading or contributing to projects as required
Operation of the SEN policy and coordination of provision	<ul style="list-style-type: none">● Maintain accurate SEND registers and provision maps● Provide guidance to colleagues on teaching pupils with SEN or a disability, and advise on the graduated approach to SEN support● Be aware of the provision in the relevant local offer● Work with early years providers, other schools, educational psychologists, health and social care professionals and other external agencies● Be a key point of contact for external agencies, especially the local authorities● Analyse assessment data for pupils with SEN or a disability● Implement and lead intervention groups for pupils with SEN, and evaluate their effectiveness● Support for pupils with SEN or a disability● Identify a pupil's SEN● Coordinate provision that meets the pupil's needs, and monitor its effectiveness● Secure relevant services for the pupil● Ensure records are maintained and kept up to date● Review the education, health and care plan with parents or carers & the pupil● Promote the pupil's inclusion the school community and access to the curriculum, facilities and extra-curricular activities● Communicate regularly with parents or carers● Work with the designated teacher for looked-after children, where a looked-after pupil has SEN or a disability.