

SENCO – Person Specification

It is expected that the person appointed will have the following qualifications, experience, knowledge / skills and personal qualities and / or special requirements for the post:

Qualifications

- A good Honours degree or higher qualification
- Qualified Teacher Status
- NPQSEN or equivalent (or a willingness to work towards it)
- Evidence of further Professional Development
- Any other relevant qualifications specific to this post

Experience

- Knowledge of Special Educational Needs legislation and delivery throughout the curriculum
- Experience of writing reports and holding Annual Reviews
- Knowledge of effective learning and teaching strategies
- Knowledge and understanding of current educational issues
- Knowledge of the role and scope of agencies in support of work with students of SEND
- Understanding of safeguarding and equal opportunities legislation
- Experience of using data to measure students' ability, inform learning and teaching, monitor progress and evaluate the impact of teaching
- Experience of securing professionally effective relationships with students, parents and a wide range of internal and external colleagues

Knowledge / Skills

- Knowledge of current educational issues
- The ability to communicate effectively with students and adults
- Secure knowledge of current curriculum developments
- Understanding of the learning process
- Use of strategies to promote good student relationships and high attainment in an inclusive environment
- An understanding of Health & Safety as it applies to SEND
- Ability to use and promote a wide range of teaching methodologies
- Competent coordinator and motivator
- Ability to assess the performance of others and respond appropriately
- Ability to form and promote positive relationships with staff, students, parents, local community and outside agencies

Personal Qualities

- Commitment to the best interests of the students
- Willingness to take responsibility

Enthusiasm and Sense of Humour

- An ability to co-operate with colleagues
- Reliability and resilience
- Belief that all students can achieve
- Ability to work under pressure and to deadlines
- Excellent organisational skills
- Ability to sustain own motivation and that of other staff
- Energy, ambition and enthusiasm
- Ability to prioritise and manage own time effectively
- Sense of humour
- Ability to establish and maintain good relationships with others

Leadership and Management

- Currently holding a position relevant to the requirements of this post which has successfully impacted on achievement
- Experience of monitoring and evaluating aspects of own work and that of others
- Evidence of success and innovation in leading Inclusion initiatives within current responsibilities
- Willingness to take a full part in the life of the school
- Have the potential and aspiration to undertake a more Senior Leadership Post
- A commitment to extra-curricular activities would be desirable

Special Requirements

- Commitment to raising standards
- Commitment to safeguarding and promoting the welfare of children and young people
- An enthusiastic and effective team player