



SENCO Person specification

CRITERIA	ESSENTIAL QUALITIES	DESIRABLE QUALITIES
Qualifications and training	<ul style="list-style-type: none"> › Qualified teacher status › National Award for SEN Co-ordination, or a willingness to complete it within 3 years of appointment › Degree 	<ul style="list-style-type: none"> › Positive handling training (eg Approach) › Training in PIVOTs or other SEN assessment resource
Experience	<ul style="list-style-type: none"> › Teaching experience of children with a range of needs › Experience of working at a whole-school level › Involvement in self-evaluation and development planning › Experience of conducting training/leading INSET › Experience line managing staff 	<ul style="list-style-type: none"> › Experience of work within a special provision or class (either main stream or special) › Experience of writing EHC plans
Skills and 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 	<ul style="list-style-type: none"> › Use of Target Tracker or other whole school assessment package › Working knowledge of how to support children with ASD, ADHD, Attachment Disorder and other potential barriers to learning
Personal qualities	<ul style="list-style-type: none"> › Commitment to getting the best outcomes for pupils and promoting the ethos and Christian values of the school › Commitment to equal opportunities and securing good outcomes for 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 	<ul style="list-style-type: none"> › Ability to work flexibly

Notes:

This job description may be amended at any time in consultation with the postholder.