



SENDCO – Person Specification



Smith's Wood Primary Academy has a responsibility for and is committed to safeguarding and promoting the welfare of children, young people and vulnerable groups

	Essential Criteria	Desirable (but not essential)
Qualifications and training	<ul style="list-style-type: none"> • Qualified teacher status • National Award for SEN Co-ordination, or be enrolled on the course when in post • Evidence of successful achievement in a school setting 	<ul style="list-style-type: none"> • Experience of being in a SENDCO role • Evidence of ongoing professional development: attendance on courses, INSET action research, personal study etc. • Experience of being the designated teacher for Looked After Children (LAC)
Experience	<ul style="list-style-type: none"> • Appropriate primary teaching experience • Experience of working at a whole-school level • Involvement in self-evaluation and development planning • Consistent evidence of improved standards of learning and progress for all SEND pupils across the school. • Experience of inter-agency work, writing referrals and successful EHCP applications. 	<ul style="list-style-type: none"> • Experience of conducting training/leading INSET • Training and experience of implementing safeguarding and Child protection procedures effectively.
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 • Excellent written and oral communication skills. • Ability to build effective working relationships 	<ul style="list-style-type: none"> • Knowledge of current educational issues and their relationship to the inclusion, behaviour support and Education Welfare Services.

	<ul style="list-style-type: none"> • Ability to influence and negotiate • Good record-keeping skills 	
Personal qualities	<ul style="list-style-type: none"> • An ability to demonstrate on a consistent basis the school's aims values and professional principles • Integrity, tenacity & enthusiasm • Initiative and flexibility • High levels of inter-personal skills with tact and a sense of humour; ability to work as a committed team member • Ability to work under pressure and prioritise effectively • Commitment to maintaining confidentiality at all times • Commitment to safeguarding and equality • Good health and attendance record 	