Chesterton CE Primary School
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Headteacher: Mr Rory Gratwohl

SENDCo PERSON SPECIFICATION
Pay Scale: MPS 4 – UPS 3

Special Educational Needs Co-Ordinator (SENDCo)	**Essential (E) / Desirable (D)**	**Identified through:** Application (A), Lesson Observation (LO), Task (T), Interview (I), Reference (R)
Qualifications		
Qualified Teacher Status	E	A
National Award for SEN Co-Ordination, or a willingness to complete within two years of appointment	E	A / I
Degree (good honours)	E	A
Experience		
Relevant teaching experience in a primary school setting.	E	A
Experience of teaching across EYFS, KS1 and KS2.	D	A
Experience of working at a whole-school level	D	A / I
Involvement in self-evaluation and development planning.	E	A / I
Experience of conducting training/leading INSET to enable staff to effectively support pupils with SEND.	D	A / I
Professional Knowledge and Skills		
Awareness and understanding of relevant legislation, including the SEN Code of Practice and assessment procedures.	E	A / I / T
Awareness of the current changes in SEND funding and delivery	E	A / I / T
A consistently good teacher (Ofsted criteria)	E	A / LO / R
The evidenced ability to create coherent, manageable and sustainable systems	E	A / I / R
The evidenced ability to lead a broad team of staff, including teachers, support staff and external agencies, to promote and ensure the highest standards of provision and pupil progression.	D	A / I / R

Knowledge and experience of differentiation strategies across a range of curricular areas to meet the needs of all pupils.	E	A / I / T
Evidenced ability to monitor, evaluate, plan for and implement improvement successfully.	E	A / I
Proven track record of raising achievement for students with learning difficulties	E	A / I
Ability to plan and evaluate interventions	E	A / I / T
Data analysis skills, and the ability to use data to inform provision planning.	E	A / I
The ability to motivate and inspire staff and pupils.	E	A / I
Ability to build effective working relationships.	E	A / I
Ability to influence and negotiate.	E	A / I
Good record keeping skills	E	A / I / T
Personal Qualities		
Excellent organisation skills	E	A / I / R
Outstanding communication and interpersonal skills	E	A / I
Ability to work under pressure and prioritise effectively	E	A / I
Commitment to maintaining confidentiality at all times	E	A / I
Commitment to the protection and safeguarding of children and young people	E	A / I / T
Able to support actively the Christian ethos of the school	E	A / I / R

