

SENCO at Hilltop Infant and Junior Schools

Person Specification

General heading	Details	Essential	Desirable
Qualifications	Formal Teaching Qualification recognised by the DfE or other appropriate qualification.	✓	
	Evidence of ongoing professional development; attendance on courses, INSET, action research, personal study etc.	✓	
	The National Qualification for SENCOs or equivalent, or a commitment to completing the award.	✓	
	Commitment to continuing professional development, evidence of the teaching standards and those for SENCO have been met.	✓	
Experience / Skills	At least 5 successful years as a teacher or SENCO	✓	
	At least 1 year experience of successful leadership and management within a school or other educational setting.	✓	
	Ability to provide professional leadership and management of a staff team and contribute to the work of other teams to secure high quality teaching, effective use of resources and focussed support for pupils.	✓	
	Consistent evidence of improved standards of learning, achievement and progress for all SENCO pupils across the school.	✓	
	Training and experience of implementing safeguarding and Child protection procedures effectively.	✓	
	Knowledge of relevant legislation - in particular of the SEN Code of Practice, equal opportunities and disability discrimination legislation and how these apply to pupils with EHCPs as well as those without.	✓	
	Knowledge of the range and type of interventions available and the ability to apply these appropriately in the context of the School's resources and the individual child.	✓	
	Knowledge of current educational issues and their relationship to the inclusion, behaviour support and Education Welfare Services.	✓	
	Experience of inter-agency work, writing professional reports and successful EHCP applications.	✓	
	Excellent written and oral communication skills.	✓	
	Excellent presentation and inter-personal skills.	✓	
	Excellent time and task management skills.	✓	
	Ability to work under pressure and to deadlines.	✓	
	Ability to use data effectively in setting targets.	✓	