

PERSON SPECIFICATION – Head of Learning Support (SENDCO)

Category	Description	Essential/ Desirable
Education & Qualifications	Qualified Teacher Status	E
	Good Honours Degree	E
	National Award for Special Educational Needs Coordination	D
	Evidence of ongoing professional development in relation to leadership	D
Knowledge & Understanding	Awareness of effective teaching & learning strategies to support pupils with SEND	E
	The ability to implement and review EHCPs	E
	How the SEND code of practice and equal opportunities legislation apply to students with EHCP and other levels of SEND	E
	How to communicate information effectively to the LA; external agencies; parents & carers; other schools	D
Skills & Abilities	Commitment, confidence and enthusiasm in meeting the needs of SEND pupils	E
	Ability to use data to enhance students' opportunities and progress	E
	Ability to lead and direct teams	E
	Ability to develop good teaching & learning	E
	Ability to self-motivate and use initiative; and equally to consult and liaise	E
	Skilled prioritisation and time management to balance the demands of administration, teaching & learning, leadership and staff development	E
	Adaptable to changing circumstances and new ideas	E
Personal qualities	Supportive of the school's Catholic identity	E
	Ability to challenge practice and contribute to team thinking	E
	Be capable of personal reflection and self-criticism	E
	Possess interpersonal skills and be known as a motivator of people	D
	Be committed to the academic, personal and spiritual development of children	E