

Job Title: SENCO

Salary: MPS/UPS

School: Harpenden Academy

Aim and main purpose of the job

Overall responsibility for ensuring the coordination of provision for all learners with SEN/ more able students within a school. The role should be viewed in the same light as other strategic roles undertaken within the school. The SENCO, is expected to work closely with the headteacher, senior management and fellow teachers, and be closely involved in the strategic development of SEN policy and provision. The SENCO has responsibility for day-to-day operation of the education setting's SEN policy and for coordinating provision for learners with SEN and more able students.

	Essential	Desirable
Knowledge and Understanding		
Understanding of the foundation stage and primary curriculum	✓	
Clear understanding of current issues related education and SENCO	✓	
Understanding of opportunities and challenges involved in leadership and management in a primary school	✓	
An understanding and commitment to the ethos of the School	✓	
Understanding and experience of SENCO leader role	✓	
Involvement in school improvement planning eg through subject leadership, including implementation, monitoring and evaluation	✓	
Evidence of high-level classroom skills across the age ranges	✓	
Evidence of working innovatively and being forward thinking in relation to teaching and learning	✓	
A well informed understanding of good safeguarding practices	✓	
Skills, Qualifications and training		
Qualified to degree level and Qualified Teacher Status	✓	
Previous SEND experience	✓	
National SENCO award or willingness to undertake within 3 years of appointment	✓	
Evidence of active involvement in professional development	✓	
Excellent organisational and communication skills	✓	
Ability to maintain high standards of pupil behaviour both within the classroom and in general areas of the school and beyond	✓	
Excellent ICT skills	✓	
Clear evidence of leadership	x	
Attributes		
Patient, calm and good humoured-able to apply these qualities in varying situations	✓	

Flexible-able to respond positively to changing circumstances	✓	
Confident in own ability to offer leadership	✓	
Ability to think strategically	✓	
Well organised and able to plan own time/ workload effectively	✓	
Energetic and enthusiastic	✓	
Confident in teaching abilities	✓	
Excellent rapport with students	✓	
Commitment to the School and the students we serve	✓	
Professional role model	✓	
Understanding of confidentiality	✓	
Professional skills		
Evidence of high standard of classroom practice-consistently good/outstanding	✓	
Ability to maintain high standard of pupils behaviour both within the classroom and in general areas of the school and beyond	✓	
Ability to use effective assessment strategies	✓	
Reflective about practice	✓	
Ability to set up and develop effective teams and develop team approaches	✓	
Ability to lead and motivated staff	✓	
Willingness to work collaboratively with colleagues in other settings	✓	
Ability to communicate effectively in writing	✓	
Highly competent user if ICT	✓	
Commitment to the safeguarding of children	✓	