



Special Educational Needs and Disabilities Coordinator (SENDCo) / SLT Inclusion Lead

Person specification

CRITERIA	QUALITIES
Qualifications and training	• Qualified Teacher Status • National Award for SEND Co-ordination (or NPQ), or a willingness to complete it within 3 years of appointment • Degree
Experience	• Minimum of three years Teaching experience in secondary education • Experience of working at a whole-school level • Experience of working with children with a range of SEND • Involvement in self-evaluation and development planning • Experience of conducting training/leading INSET • Experience of line managing staff
Skills and knowledge	• 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 • Effective communication and interpersonal skills • Ability to build effective working relationships • Ability to influence and negotiate • Good record-keeping skills • Understanding of JCQ access arrangements regulations
Personal qualities	• Commitment to getting the best outcomes for pupils and promoting the ethos and values of the school • Commitment to equal opportunities and securing good outcomes for pupils with SEND • Ability to work under pressure and prioritise effectively • Commitment to maintaining confidentiality at all times • Commitment to safeguarding and equality • Alignment with Catholic values of dignity, compassion, and inclusion