



Ottery St Mary Primary School
SENCO
Person Specification

Selection criteria	Essential	Desirable
Qualifications and experience	Qualified teacher status	National SENCO Award
	Holding of or commitment to achieve National Qualification for Special Educational Needs Co-ordination	Further specialist qualification in an aspect of SEND eg. ASD, SpLD
	Proven track record of CPD	Demonstrable experience in working collaboratively with parents, colleagues, governors and the local community
	At least 3 years successful teaching experience within the primary age range	Experience of monitoring and evaluating effective teaching and learning
	Evidence of sound knowledge of effective quality first teaching and intervention strategies	Proven experience in effective liaison with a range of outside agencies
Professional knowledge and understanding	Knowledge and understanding of the expectations within the EYFS and National Curriculum	Experience of working within different Key Stages
	Knowledge and understanding of the SEN Code of Practice, current developments and best practice in SEND legislation and all aspects of inclusion and pastoral care	Knowledge and understanding of current SEND issues within Devon
	Knowledge of the range and types of interventions available	Experience of implementing and evaluating interventions
	Confident use of ICT, including classroom technologies	
	Contributions towards the effective management of SEND	The effective management of provision for SEND learners
	Understanding of child protection procedures and safeguarding children	
Abilities and skills	Ability to use performance data to inform provision mapping and planning	Experience of contributing to School Improvement planning
	Ability to lead and manage people to work effectively, both individually and in teams	Leadership experience
	Produce and update relevant forms, plans and other statutory documents	Experience of the Early Help system within Devon
	Ability to deal sensitively with people	Experience of leading or contributing to multi-agency meetings
	Show excellent time and management skills and analyse, prioritise and meet deadlines	
	Ability to communicate effectively, taking into account the views of others, including effective oral and written communication and excellent presentation skills	
	Ability to organise work effectively, prioritising and managing time, working under pressure to meet deadlines and setting personal goals	
	Ability to promote the learning ethos of the school, supporting our vision for excellent	

	education which develops happy, confident, successful and caring global citizens	
	Ability to ensure environments within the school are welcoming, inclusive and fully supportive of all children achieving their very best	Experience of using a range of techniques to support SEND learners.
Personal qualities	A commitment to inclusive education and a willingness to respond to the needs of all learners	
	Ambition, energy, enthusiasm, determination and drive to develop your role	
	Reliability, professionalism and integrity	