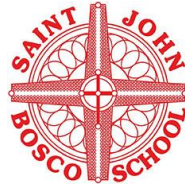


SENDCO (Special Educational Needs and Disabilities Coordinator)



Job Purpose:

To coordinate and oversee the provision for pupils with special educational needs and disabilities (SEND), ensuring all students receive appropriate support to achieve their full potential. The SENDCO will work closely with teachers, parents, external agencies, and other stakeholders to promote inclusive practice and positive outcomes for children with SEND.

Key Responsibilities:

Leadership and Management

- Lead the development, implementation, and review of the school's SEND policy.
- Coordinate and monitor the placement, progress, and achievement of pupils with SEND.
- Provide leadership and support to teaching staff regarding assessment, planning, and teaching strategies for SEND pupils.
- Maintain up-to-date knowledge of SEND legislation, policies, and best practices.

Student Support

- Identify and assess pupils with SEND, working with teachers, parents, and external professionals.
- Develop, implement, and review Education, Health, and Care Plans (EHCPs) where applicable.
- Ensure that appropriate and differentiated learning resources and strategies are in place.
- Monitor and track the progress of SEND pupils and evaluate the effectiveness of interventions.

Liaison and Collaboration

- Act as the main point of contact for all SEND-related matters within the school.
- Build strong relationships with parents/carers, ensuring clear communication and engagement.
- Liaise with external agencies, health professionals, and specialists to support pupils' needs.
- Work collaboratively with teaching staff, support staff, and leadership team to promote an inclusive ethos.

Training and Development

- Provide training and guidance for staff on SEND issues, inclusive teaching strategies, and relevant policies.
- Stay informed of developments in SEND practice and ensure continuous professional development.

Administrative Tasks

- Keep accurate records of SEND pupils, interventions, and outcomes.
- Contribute to the school's self-evaluation processes and produce reports as required.
- Manage SEND budget and resources effectively.

Person Specification:

- Qualified teacher status (QTS) with relevant SEND/SENCO qualification.
- Significant experience working with children with SEND.
- Knowledge of current SEND legislation and frameworks.

- Strong organizational, communication, and leadership skills.
- Ability to inspire and support staff in inclusive practices.
- Compassionate, patient, and dedicated to improving outcomes for all pupils.

Additional Information:

- The role may require occasional evening or weekend work for meetings or training.
- A commitment to safeguarding and promoting the welfare of children is essential.