

### PERSON SPECIFICATION

**POST TITLE:** SEND Coordinator (0.7) with Teaching Responsibilities (0.3)

**GRADE:** MPS/UPS + SEND allowance

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Educational Attainment</b>	<ul style="list-style-type: none"> <li>Degree status or equivalent</li> <li>QTS</li> <li>Have attained or are willing to work towards attaining statutory SEND Coordinator qualification</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of further professional development with particular reference to Special Educational Needs</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Certificates</li> </ul>
<b>Work Experience</b>	<ul style="list-style-type: none"> <li>Substantial post qualification school experience</li> <li>Experience of teaching within KS2, KS1 and/or EYFS</li> <li>Experience of impact from leading area within school</li> <li>Experience of working with children with a range of SEND</li> <li>Qualified teacher with significant experience in the primary sector</li> <li>Evidence of continuing professional development</li> <li>Experience of setting targets and monitoring, evaluating and recording progress</li> </ul>	<ul style="list-style-type: none"> <li>Experience of training others</li> <li>Previous SEND Coordinator experience</li> <li>Has led TAs and teachers in improving classroom practice</li> <li>Speech and Language intervention experience</li> <li>Experience working with children with SE&amp;MH needs</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>References</li> </ul>
<b>Knowledge/ Skills/ Aptitudes</b>	<ul style="list-style-type: none"> <li>Secure classroom practitioner</li> <li>Knowledge of strategies for meeting the needs of children with SEND in a mixed ability class</li> <li>Good ICT skills</li> <li>Knowledge and understanding of the SEND Code of Practice</li> <li>Good communication and organisation skills</li> <li>Good presentation skills with the ability to enthuse and motivate others</li> </ul>	<ul style="list-style-type: none"> <li>Understanding of barriers to learning, particularly in the areas of Mathematics and English</li> <li>Knowledge of South Tyneside RANGES</li> </ul>	<ul style="list-style-type: none"> <li>Interview</li> <li>References</li> <li>Lesson Observation</li> </ul>

<b>Disposition</b>	<ul style="list-style-type: none"> <li>• Able to use own initiative</li> <li>• Able to work as part of a team</li> <li>• Able to form good relationships with children, parent, staff and the community</li> <li>• Flexible approach to work</li> <li>• Committed to the principles of equality and diversity</li> <li>• Committed to the role and development of SEND and the SENDCo role in our school</li> </ul>	<ul style="list-style-type: none"> <li>• Willingness to support the school within the community</li> <li>• Willingness to undertake extra-curricular duties</li> </ul>	<ul style="list-style-type: none"> <li>• Interview</li> <li>• References</li> </ul>
<b>Circumstances</b>	<ul style="list-style-type: none"> <li>• Enhanced clearance from the Disclosure and Barring Service</li> </ul>		<ul style="list-style-type: none"> <li>• DBS check</li> </ul>