

**THOMAS HARDYE SCHOOL**  
**SENDCo**  
**PERSON SPECIFICATION**

SENDCO	ESSENTIAL	DESIRABLE
<b>Education &amp; Qualifications</b>	Education to degree or equivalent level + QTS Evidence of recent professional development	Evidence of further professional study in the area of SEND
<b>Specialist Knowledge &amp; Skills</b>	Outstanding teacher with evidence of successful teaching in a secondary school Outstanding knowledge and understanding of the range of complex needs experienced by youngsters who find it challenging to access the normal school curriculum Up to date knowledge of curriculum and assessment, the development of literacy across the curriculum and changes to the code of practice Ability to use data and strategic information to raise student attainment ICT competency Knowledge and understanding of safeguarding issues	Understanding of SEND funding Ability to work with SIMS or other management system Knowledge and understanding of inclusion in a whole school setting
<b>Leadership &amp; Management</b>	Ability to set clear expectations, to demand high standards and to hold others to account Positive attitude towards change; innovative and self-reflective The ability to plan and prioritise, to complete tasks efficiently on time and to work with detail The ability to motivate and enthuse colleagues Excellent communication and interpersonal skills Ability to chair meetings effectively and delegate Good negotiating skills and the ability to diffuse situations Resilient when faced with complex situations	Excellent presentation skills with the ability to lead training Experience of leading a large team of teachers and support staff Experience of working with a variety of SEN in a variety of different contexts Experience of partnership working with parents
<b>Relevant Experience</b>	Recent experience in a comprehensive school Recent experience of leadership and management in the area of SEN	Successful experience of leading a significant 'new initiative' Experience of partnership working
<b>Additional Requirements</b>	Commitment to continuous improvement Commitment to meeting the needs of all students Sense of humour, presence, drive, passion and flexibility Able to work independently <b>and</b> as part of a team Approachable and sensitive to the needs of others Openness & willingness to address & discuss relevant issues	Willingness to take part in extra-curricular activities, including trips and visits, and to make a significant contribution to the wider life of the school

