

HAYDOCK ENGLISH MARTYRS CATHOLIC PRIMARY SCHOOL
Person Specification: SENCO

	Essential	Desirable	Source
Qualifications	Qualified Teacher status.	Evidence of continuous INSET with particular reference to Special Educational Needs (SEN). CCRS (Catholic Teachers' Certificate) National SEN qualification (NASCO)	A
Experience	<p>Proven ability as a successful classroom practitioner</p> <p>Experience of school improvement and self- evaluation strategies including monitoring teaching and learning</p> <p>The SENCO should have experience of:</p> <ul style="list-style-type: none"> - Teaching within the primary phase - Qualified teacher with at least four years experience in the primary sector - Evidence of work with colleagues in primary schools - Experience of leading a team of teachers on a curriculum initiative - Experience of training other teachers/providing inset - Experience of setting targets and monitoring, evaluating and recording progress 	<p>In addition, the SENCO might have experience of teaching the whole primary age range dealing with a range of SEN.</p>	<p>A/R/O</p> <p>A/R/I</p> <p>A/R/I</p>
Knowledge and Understanding	<p>Knowledge of current developments in education</p> <p>Knowledge of the National Curriculum requirements</p> <p>The SENCO should have knowledge and understanding of:</p> <ul style="list-style-type: none"> - Strategies for meeting SEN in a mixed ability class situation - The SEN Code of Conduct and its practical application - The statementing process and the evidence needed <p>Behaviour management techniques for groups and individuals</p> <ul style="list-style-type: none"> - Good understanding of curriculum and pedagogical issues related to extending pupil performance - Good understanding of factors promoting effective transfer of learners from one phase of education to the next - Good understanding of the principles behind school improvement including school improvement planning, monitoring, review and evaluation of progress 	<p>In addition the SENCO might have knowledge and understanding of:</p> <ul style="list-style-type: none"> - Using comparative information about attainment - The funding support mechanism for SEN - The roles and responsibilities of educational psychologists and of learning and behaviour support services - Pastoral support plans - Knowledge and understanding to support EAL children 	<p>A/I</p> <p>A/I</p> <p>A/I/R</p>

Skills	<p>The SENCO will be able to:</p> <ul style="list-style-type: none"> - Empathise with the difficulties of SEN pupils - Organise and sustain systematic support from a variety of providers for a range of SEN - Manage the co-ordination of Learning Support Assistants in support of SEN pupils - Advise and motivate teaching staff with SEN initiatives and IEP's - Present clearly a wide range of specialised information to both educationalists and non-educationalists - Make consistent judgements based on careful analysis of available evidence - Excellent classroom practitioner - Good communication skills, both written and oral - Good presentation skills with the ability to enthuse and motivate others - Good organisation skills - Deal sensitively with people and resolve conflicts 	<p>Confident in the use of information and communication technology. Good influencing and negotiation skills.</p>	A/I/R/O
Personal Characteristics	<ul style="list-style-type: none"> - Willingness to share expertise, skills and knowledge - Sensitivity to the aspirations, needs and self esteem of others - Commitment to team working - Willingness to address challenging issues with clarity of purpose and diplomacy 		A/I/R
Other Requirements	<p>Application forms should be completed accurately, in full. Letters should be clear and concise, and no more than 2 sides of A4 paper. Font size no lower than size 10. Letters should be underpinned by own personal philosophy of teaching and learning.</p>	To be a Catholic	A

A= APPLICATION

I= INTERVIEW

R= REFERENCE

O= OBSERVATION