**St Bernadette’s Catholic Primary School**

**Hobmoor Road, Yardley, Birmingham B25 8QL**

**0121 783 7232**

**Special Educational Needs Coordinator (SENCO)**

**And Deputy Designated Safeguard Leader**

**Person Specification**

|  |  |  |
| --- | --- | --- |
|  | Essential | Desirable |
| **Qualifications & Training** | **Qualified Teacher status** | **National SENCo qualification**  **Designated Safeguarding Lead Training** |
| **Experience** | **Teaching experience**  **Experience of working at whole school level**  **Experience of making successful funding applications**  **Experience of working with SEN children** | **Experience of conducting training/ leading INSET**  **Experience of writing EHCP applications** |
| **Professional Knowledge & Understanding** | **Good knowledge of the National Curriculum**  **An understanding of curriculum and pedagogical issues relating to teaching and learning**  **A sound knowledge of the SEND Code of Practice**  **Ability to plan and evaluate intervention strategies**  **Ability to build effective working relationships**  **Knowledge of legislation and guidance on safeguarding and working with young people, including knowledge of the responsibilities of schools and other agencies** | **Ability to lead team meetings** |
| **Professional Skills & Abilities** | **Sound ICT knowledge and skills relating to record keeping.**  **Ability to model appropriate strategies and support to advise teaching and support staff in order to provide appropriate teaching and learning experiences for all children**  **Must be able to provide information through report writing for sharing information to parents and the LEA’s as required**  **Ability to plan and work collaboratively with colleagues** |  |
| **Personal Qualities** | **Excellent level of personal organisation**  **A teacher with a flexible, enthusiastic and positive approach**  **Good communication skills**  **The ability to manage own workload effectively** |  |

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**TEL: 0121 783 7232**

**www.stberns.co.uk**

**Headteacher: Miss Angela Cowings**