

**Person Specification:  
Special Educational Needs & EAL Co-ordinator**

<b>Factors</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessment Method</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>❖ Qualified Teacher Status</li> <li>❖ Good first degree</li> <li>❖ SENCO National Award (or a willingness to undertake within 12 months)</li> </ul>	<ul style="list-style-type: none"> <li>❖ Further educational qualifications</li> <li>❖ Thrive</li> <li>❖ Specialist Teacher Qualification</li> <li>❖ Access Arrangements Assessor</li> </ul>	Application form Interview Certificates
<b>Training</b>	<ul style="list-style-type: none"> <li>❖ PGCE or GTP</li> <li>❖ Extensive record of CPD across SEND</li> </ul>		
<b>Experience</b>	<ul style="list-style-type: none"> <li>❖ Outstanding Secondary 11-18 teaching</li> <li>❖ Ability to help students to achieve strong educational outcomes</li> <li>❖ Experience of helping students with SEND and on pupil premium to make excellent progress</li> </ul>	<ul style="list-style-type: none"> <li>❖ Delivering CPD sessions</li> <li>❖ Budget management and financial accountability</li> <li>❖ Worked in a range of educational settings including an 11-18 school</li> </ul>	Application form Interview
<b>Knowledge and Skills</b>	<ul style="list-style-type: none"> <li>❖ Knowledge and understanding of the SEND Code of Practice</li> <li>❖ Ability to identify and assess children with special educational needs</li> <li>❖ Able to lead a forward-thinking team</li> <li>❖ Able to demonstrate excellent classroom management</li> <li>❖ Clear commitment to outstanding assessment and feedback</li> <li>❖ Knowledge of how to lead change</li> <li>❖ Ability to think strategically, build and communicate a coherent vision</li> <li>❖ Ability to devise and implement strategies for raising achievement and achieving excellence</li> <li>❖ Ability to devise and implement strategies for ensuring inclusion, diversity and access</li> <li>❖ Excellent organisational skills and the ability to work under pressure and meet deadlines</li> <li>❖ Ability to access, analyse and interpret information</li> <li>❖ Excellent communicator able to collaborate and network with others within and beyond the school</li> <li>❖ Able to use ICT in own teaching and in departmental management</li> <li>❖ Knowledge of how to support students to make excellent</li> </ul>	<ul style="list-style-type: none"> <li>❖ Evidence of pursuit of wider and further responsibility</li> <li>❖ Improving performance through coaching</li> </ul>	Application form Interview

	<ul style="list-style-type: none"> <li>❖ progress in literacy and numeracy</li> <li>❖ Ability to track and evaluate success of interventions for students with additional needs</li> <li>❖ Ability to work in a way that promotes the safety and wellbeing of children and young people</li> </ul>		
<b>Sexey's Values and Ethos</b>	<ul style="list-style-type: none"> <li>❖ Possess a positive philosophy towards working in a Church of England boarding school</li> <li>❖ Value the contribution that each individual brings to the school community</li> <li>❖ Respect and value diversity and promote equality</li> <li>❖ Promote and model mutual respect</li> </ul>	<ul style="list-style-type: none"> <li>❖ Commitment to the importance of coaching and restorative justice</li> </ul>	Interview
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>❖ Able to inspire, challenge, motivate and empower others to carry the vision forward</li> <li>❖ Willingness to constructively challenge the work of self and others.</li> <li>❖ Enthusiasm to support young people to develop intellectually and personally</li> <li>❖ Strong commitment to CPD for self and colleagues</li> <li>❖ Resilience</li> <li>❖ Emotional Intelligence</li> </ul>	<ul style="list-style-type: none"> <li>❖ Good sense of humour</li> </ul>	References Interview