



SENDCo / Inclusion Manager Person Specification

		Essential	Desirable
Qualifications	Qualified teacher status	✓	
	Evidence of continuing professional development, research and personal study	✓	
	National award for SEND Coordination		✓
Experience / Skills	Evidence of successful leadership – monitoring, managing and supporting support staff	✓	
	Evidence of successfully implementing change	✓	
	Ambitious, motivated and hardworking	✓	
	The ability to prioritise, analyse and problem solve	✓	
	Vision to develop and enhance our SEMH mini hub		✓
	The ability to work effectively within the framework of a team	✓	
	The ability to lead staff training and monitor its effectiveness		✓
	The ability to set targets for school improvement	✓	
	Knowledge of SEND legislation e.g. Code of Practice, Ordinary Available Toolkit, equal opportunities and disability discrimination legislation. How these apply to pupils with EHCP as well as those without	✓	
	Knowledge of the range and type of interventions available and be able to apply these appropriately in the context of the school's resources and the individual child	✓	
	Knowledge of current educational issues and their relationship to inclusion, behaviour support + Education Welfare Services	✓	
	Experience of working in partnership with external agencies including TAF / EHA experience	✓	
	Knowledge of research linked to best practice for SEND + PP children	✓	
Excellent written and oral communication skills	✓		



Clanfield Church of England Primary School

Excellent presentation and inter-personal skills	✓	
A deep understanding of the new national curriculum document and the new code of practice		✓
Knowledge and experience of monitoring teaching in and learning with regards to inclusion		✓
Interest in provision for all vulnerable learners including PP		✓