Deputy SENCo (Special Educational Needs Coordinator)

Person Specification

	Essential	Desirable
Qualifications	• Five GCSEs at Grade C or above (or equivalent)	
Experience	• Awareness of special educational needs in a school context	• Experience of working within a SEND team
Skills and Qualities	• Effective organisational skills with the ability to meet deadlines • Excellent communication skills (oral and written) including the ability to write clear concise reports • Confident IT skills • Ability to build positive working relationships with colleagues • Ability to remain calm under pressure • Ability to deal discreetly with sensitive issues • Good attendance, punctuality and health record	
Equal Opportunities	• Commitment and contribution to School's Single Equality Policy	