

Mersey Drive Primary School

Job Description: SENCo with Teaching Responsibility

Salary: MPS/UPS + TLR

Responsible to: Headteacher

Contract: Full Time / Permanent

Teaching Commitment: Teaching responsibility as agreed with Headteacher

Purpose of the Role

The SENCo will provide strategic leadership of SEND and inclusion across school, ensuring that all pupils, particularly those with SEND and vulnerable learners, are fully supported to 'achieve, belong and thrive'.

Main Responsibilities

Teaching and Learning

1. Promote, through consistently strong classroom practice, a culture of inclusion belonging and high expectations.
2. Ensure pupils with SEND can access a broad, balanced and ambitious curriculum through high-quality adaptive teaching and inclusive practice.
3. Model and disseminate effective inclusive teaching approaches and strategies across school, which support pupils to feel safe, included and successful.
4. Monitor teaching and learning to ensure the needs of pupils with SEND are being met effectively.
5. Lead and identify professional development and training needs relating to SEND and inclusion.

Recording, Assessment and Provision

1. Maintain effective systems for identifying, assessing, monitoring and reviewing SEND.
2. Maintain oversight of the SEND register and provision mapping systems.
3. Support staff in implementing effective Assess, Plan, Do, Review (APDR) processes in line with the SEND Code of Practice.
4. Analyse attendance, attainment, behaviour and wellbeing information of SEND pupils to identify need and evaluate impact.
5. Monitor and evaluate of outcomes for pupils with SEND.

6. Contribute to school self-evaluation and development planning relating to SEND and inclusion.
7. Review planning and classroom practice to ensure individual needs are effectively met.
8. Coordinate and attend Annual Reviews and review meetings where appropriate.
9. Interpret specialist reports and assessment information to support provision planning.
10. Support early identification and intervention for pupils requiring additional support.
11. Ensure parents are kept informed regarding pupil progress and provision.
12. Ensure SEND documentation and statutory processes are completed accurately and within required timescales.

Leadership and Management

1. Lead the development of SEND and inclusive practice across the school
2. Work collaboratively with staff to ensure strong and consistent expectations relating to inclusion, belonging and adaptive practice across the school
3. Support staff understanding of barriers to learning and effective inclusive approaches.
4. Ensure staff fulfil their statutory responsibilities towards pupils with SEND.
5. Strategically plan, manage and review the effective deployment and use of teaching assistants to improve outcomes for pupils.
6. Support whole-school improvement priorities relating to inclusion and vulnerable learners.
7. Maintain and monitor SEND resources to ensure pupils' needs are effectively supported.
8. Contribute to the monitoring and evaluation of the quality of SEND provision and inclusive practice.
9. Advise senior leaders regarding priorities for SEND spending and resource allocation.
10. Provide regular updates to the Headteacher and Governing Body regarding the effectiveness of SEND provision.
11. Attend and participate in meetings, open evenings and review meetings as required.

12. Liaise with schools, external agencies and professionals to support continuity and successful transitions.

Standards and Quality Assurance

1. Support and promote the aims, values and inclusive ethos of the school.
2. Drive positive outcomes for pupils with SEND through high-quality provision, inclusive practice and effective support strategies.
3. Uphold school policies and expectations consistently.
4. Participate fully in staff training and continuing professional development.
5. Engage with current research, guidance and developments relating to SEND and inclusion.
6. Work collaboratively with stakeholders to support school in meeting a strong standard of inclusive practice across the school.
7. Contribute to safeguarding systems and procedures across the school.
8. Promote equality, diversity and inclusion throughout the school community.

Safeguarding Responsibilities

The postholder is responsible for promoting and safeguarding the welfare of children and young people within the school.

The successful candidate will:

1. Demonstrate a commitment to safeguarding and child protection.
2. Maintain appropriate professional boundaries.
3. Follow statutory safeguarding guidance, including *Keeping Children Safe in Education*.
4. Promote pupils' welfare, wellbeing and safety always.
5. Support the development of a culture where all pupils feel safe, valued and listened to .

General

The duties outlined in this job description are in addition to those covered by the current School Teachers' Pay and Conditions Document.

This job description may be amended by the Headteacher, in consultation with the postholder, to reflect changes in the role or school priorities.