

THORNTREE PRIMARY SCHOOL

Thorntree Road, Charlton, London SE7 8AE

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Head Teacher: Ms Ann Marie Walker

Assistant Head Teachers: Ms Helen Gibbs & Mr Ryan Lake

A place to grow and learn

Job Description **SENDCo**

Main Purpose of the Role

- Lead and manage the provision for pupils with special educational needs and disabilities (SEND) across the school
- Work collaboratively with staff, parents, and external agencies to secure the best outcomes for children with SEND
- Promote the school's inclusive ethos and ensure all pupils have equal access to learning

Key Responsibilities

- Lead the implementation of the SEND and Pupil Premium strategies
- Oversee the identification, assessment, and support of pupils with SEND, in line with the SEND Code of Practice
- Develop, implement, and review individual education plans (IEPs) and targeted interventions
- Oversee the practice and day to day running of our resource based provision
- Coordinate and lead annual reviews, liaising with staff, parents, and external professionals
- Support staff in differentiating the curriculum to meet individual needs
- Maintain accurate records and ensure statutory requirements are met
- Monitor progress and attainment of pupils with SEND, adapting strategies as necessary
- Provide training and guidance to colleagues on SEND issues and inclusive practice
- Contribute to the development and review of school policies related to inclusion and SEND
- Communicate effectively with parents, carers, and a range of professionals
- Line manage support staff

Teaching and Learning

- Undertake the duties of a teacher in line with the most recent Teacher Pay and Conditions Document where appropriate.
- Assist the Senior Leadership Team in ensuring that the progress of all pupils is monitored and that there are common and uniform methods of assessment, recording and reporting throughout the school.
- Organise, monitor and evaluate the range of intervention strategies employed throughout the school ensuring that resources, both human and material, are targeted correctly towards those pupils requiring additional support and to ensure equal opportunities for all.
- Support class teachers to assess and identify the needs of any pupils with barriers to learning or who are at risk of underachieving including those with SEND, EAL pupils and children entitled to Pupil Premium funding.
- Support teachers in their planning to meet the needs of children with SEN/D.
- Work with teams across the school to deliver effective teaching in the classroom.
- Be instrumental in devising manageable curriculum planning systems to incorporate individual and group needs in line with the School Development Plan.

Please note: the duties listed above are illustrative of the general nature and level of responsibility of the role - it is neither an exclusive or exhaustive list. The post holder may be required to carry out other duties appropriate to the level of the role, as directed by the Headteacher or line manager.



All staff members are required to safeguard and promote the welfare of children and young people, and to follow school policies and the staff code of conduct.

Signed: _____ Date: _____

Print Name: _____

