



Job Description: Teaching SENCO (with Release Time)

School: Newchurch Community Primary School

Location: Glebeland, Culcheth, Warrington, WA3 4DX

Salary: MPS/UPS + SEN Allowance

Contract type: Full-time and Permanent

Responsible to: Headteacher

Job Purpose:

To provide strategic leadership and management of Special Educational Needs and Disabilities (SEND) across the school while maintaining a teaching commitment. Alongside the SEND Team, the Teaching SENCO will ensure that pupils with additional needs are identified, assessed and provided with high-quality support to enable them to achieve their full potential.

Key Responsibilities:

Leadership and Management of SEND:

- Lead the development and implementation of the school's SEND policy in line with the SEND Code of Practice.
- Monitor, evaluate and report on the quality and impact of SEND provision across the school.
- Maintain accurate records for pupils with SEND, including Education, Health and Care Plans (EHCPs), Individual Education Plans (IEPs) and provision maps.
- Liaise with parents, carers, and external agencies (e.g., educational psychologists, therapists, health professionals) to ensure coordinated support.
- Support staff in meeting the needs of pupils with SEND through advice, training and development.
- Contribute to the school's self-evaluation and improvement planning with a focus on inclusion and outcomes for pupils with SEND.

Teaching Responsibilities

- Teach a class as allocated by the Headteacher, maintaining high standards of teaching, learning and pupil progress.
- Plan and deliver differentiated lessons that meet the needs of all pupils, including those with SEND.
- Use assessment data effectively to inform teaching and support targeted interventions.

SENCO Release Time Duties

- Undertake SENCO leadership tasks during allocated release time, including:

- Coordinating and reviewing interventions.
- Conducting observations and assessments of pupils with SEND.
- Supporting staff with curriculum adaptations and strategies for inclusion.

Professional Development and Training:

- Keep up to date with national and local developments in SEND.
- Undertake the National Award for SEN Coordination or NPQ SEND if not already held.
- Provide training and support to staff to build capacity for effective SEND provision.