



## **Brierley Forest Primary & Nursery School SEND Coordinator and Designated Safeguarding Lead Role**

The role of the SENDCo/DSL is key to the effective running of our school.

As SENDCo/DSL you will need to;

- Show energy, enthusiasm and passion for securing excellent provision for children with SEND/safeguarding needs in school.
- Demand the highest quality in all that you do and in the work of the school team.
- Be willing to champion new ideas and think creatively to find solutions to challenges so that children with SEND/safeguarding needs are able to benefit as much as possible from the school's offer.
- Continually seek improvements in what you and the school team are doing and achieving.
- Be open to new ideas and change where it will have a positive impact on the provision for children with SEND/safeguarding needs.
- Have a commitment to self-development and developing skills across the school.
- Encourage ideas from others in order to improve everyone's confidence and impact.

As SENDCo/DSL you will be responsible for supporting the Head Teacher to;

- Ensure that there is fantastic teaching in every classroom, for every child with SEND/safeguarding needs.
- Ensure that every teacher is developing their practice to work towards providing outstanding provision for children with SEND/safeguarding needs.
- Ensure that every teacher prepares their lessons well, delivers in an inspiring way and feeds back to children with SEND/safeguarding needs appropriately to secure good progress.
- Ensure that every teacher gains maximum benefit from all CPD on offer.
- Ensure that SEND/Safeguarding provision is monitored and adjusted to secure the best possible outcomes for all children.

As SENDCo/DSL you will need to;

- Follow the school's M & E cycle, carrying out activities identified for SEND/Safeguarding provision.
- Accurately judge provision through work scrutinies, learning walks, pupil and parent interviews and data analysis.
- Keep teachers informed around the judgements from M & E activities.
- Request, plan and source CPD to ensure that all teachers are equipped to deliver the best possible provision.

- Report to the Head Teacher and SLT to keep them informed around standards and development in SEND and Safeguarding.
- Establish strong relationships with parents of children with SEND/safeguarding needs and take a lead role in all events where these parents are attending.
- Support all teachers to follow the school's behaviour policy and take your role in dealing with challenging or inappropriate behaviour.
- Provide coaching and mentoring to teachers as appropriate.
- Lead by example, keeping to the school's vision and values at all times.

Funding Bids and other statutory contribution to applications;

You will need to;

- Keep up to date with a range of teaching approaches and resources to support the teaching of children with SEND/safeguarding needs.
- Ensure a consistent approach to teaching and care of children with SEND/safeguarding needs in line with the whole school policies and ethos.
- Actively support the moderation of assessments of children with SEND/safeguarding needs across the school at each data collection point.
- Contribute to the whole school provision mapping to ensure adequate support for all children with SEND/safeguarding needs.
- Ensure that all children identified as having SEND have an up to date, effective IEP to support their progress in school, as well as any LAC children's PEPs.
- Prepare and submit effective bids for funding either from the AFN funds or HLN funds in line with deadlines.
- Attend moderation meetings for all bids and ensure the presentation of all relevant information in relation to children with SEND within our school.
- Ensure that Brierley Forest Primary contributes to the Nottinghamshire model of family moderation of bids in line with LA guidelines and expectations raising any concerns with the family and with school.
- Ensure that fair and accurate information is shared with external agencies as appropriate to allow all professionals to draw an accurate view of need.
- Complete the schools' contribution to EHCPs and other applications as appropriate and support parents during these application processes.
- Ensure appropriate levels of confidentiality and security around all Sensitive information in relation to children with SEND/safeguarding needs in the school.