

Overseeing day-to-day operation of school's SEN policy

Liaising with and advising colleagues

Managing SEN team of teachers & LSAs

Coordinating SEN provision



Overseeing records on all pupils with SEN

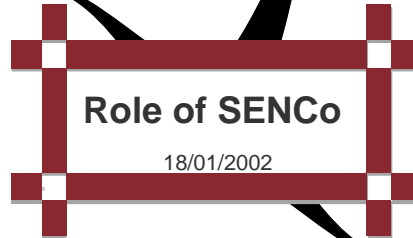
Liaising with parents of pupils with SEN



Contributing to INSET

Liaising with external agencies

### Responsibilities



### Key role

Strategic development of SEN policy and provision

Developing effective ways of overcoming barriers to learning

Ensuring learning of all pupils given equal priority



### Time required

Needs sufficient time to carry out responsibilities

Inappropriate to have other school-wide responsibilities

Can be effective to be part of senior leadership team



Good practice for SENCo cost to be set against core budget not AEN budget



Support with ICT

All SEN staff must understand their roles