Roles and Responsibilities of SEND at Maricourt

Roles	Responsibilities
SENCo	• Will have a **strategic overview** of the policy and practice in your setting. • Responsible for the monitoring /tracking the impact of the provision that is in place for those with SEND • Ensuring all registers and support plans are updated and are pupil centred • Advising teachers/practitioners on the best ways to ensure that all children or young people in their classes are making sufficient progress, as well as ensuring the social and emotional wellbeing of children and young people
Pastoral teams	• Takes responsibility in managing and reviewing progress for students on the Monitoring register – using data effectively to identify underachievement and liaise with SENCo if students need to move to SEND Support • Uses support from Educational Psychology to explore alternative approaches to manage behavior as part of a gradual approach for students with SEMH
Teacher	• The class or subject teacher should remain responsible for working with the child on a daily basis. The support plans belong to the student and all teachers should adhere to the recommendations. Where the interventions involve group or one-to-one teaching away from the main class or subject teacher, they should **still retain responsibility for the pupil.** They should work closely with any teaching assistants or specialist staff involved, to plan and assess the impact of support and interventions and how they can be linked to classroom teaching • English and Maths teachers take part ownership of support plans adding smart curricular targets / intervention strategies an evaluating impact.
Level 3 TA	• Takes responsibility for the overhaul of Access Arrangements. Collecting evidence and liaising with teachers to ensure a subject by subject basis for arrangements. Facilitates online applications alongside exams officer • Facilitates 1-1 /small group intervention - assesses and records impact. • Ensures all intervention is tracked via a progression map
SEND Admin	• Ensuring the effective administrative systems are in operation for the SEND department: Including maintenance of up to date SEND students record data. • Set up and monitor robust tracking systems to collect and interpret specific pupil assessment data allowing the SENCo to identify impact of its quality first teaching programme and intervention strategies • Works alongside the SENCo in ensuring educational priorities are supported through careful financial management of the department budget