

SENDCO (Strategic Lead for SEND / Extended Leadership)



Penistone Grammar School, Huddersfield Road, Sheffield, S36 7BX
01226 762 114 - www.penistone-gs.uk - @PGSALC

Are you an inspirational, compassionate leader with a deep commitment to inclusion, relational practice, and exceptional SEND provision? Do you have the vision, expertise and drive to continue shaping an outstanding culture where every student thrives?

Contract: **Full time, Permanent**
Salary Range: **Leadership Scale Point 7-11 £57831 - £63815**
Start Date: **September 2026**

About the role:

We are seeking to appoint a highly skilled and motivated SENDCO to join our exceptional school community. This is a key strategic and operational leadership role, responsible for the continued development of an inclusive learning environment where students with SEND receive the highest levels of support and opportunity. Our provision – particularly our HeartSpace – has been celebrated by OFSTED as exceptional, and we are looking for a colleague who will honour this legacy whilst confidently driving the next phase of growth.

This role will form part of our extended leadership team, and will include line management of the Head of HeartSpace, which is our resource and specialist provision for students with an EHCP and complex needs. You will provide professional CPD and guidance to staff to help them deliver the highest quality of education for all our students and support with the effective use of resources to secure an inclusive education. You will use evidence-informed practice alongside legislation within the provision and guidance you offer.

Candidates considering the role should have experience in leading SEND within a school, either as a SENDCO or Assistant, and of collaborating with external agencies. For the right candidate support can be provided to receive within-role training while working towards achieving the NPQ for SENDCO.

About our school:

Our school culture is built around our 5 Core Values: Aim High, Be Determined, Be Kind, Be Proud and Be Supportive. We are also extremely proud of our ambition to achieve excellence through a values driven education. We are a vibrant, oversubscribed 11 to 18 comprehensive school with excellent GCSE results across all subjects and are recognised as one of the highest performing schools in the region in terms of Key Stage 4 outcomes. Our A level results and destinations are equally impressive, with the school placed in the top 25% in the country and over 95% of students gaining entrance to their preferred choice of university in 2025.

We are committed to professional development for all staff, regardless of role. We have an innovative teacher development programme, which truly empowers teachers to take control of their own professional development through a supportive peer-coaching model. Regardless of what point you are at in your career and whatever your aspirations may be, Penistone Grammar School can support you to achieve them.

As a school, we pride ourselves on evidence informed practice, consistently high standards of teaching and learning, and a commitment to the success of all students, both academically and pastorally. If you share our vision, we want you to be part of our team.

How to Apply?

For an application form and pack please contact our Recruitment Partner, Richard Mapley at Hays Education on 0114 272 1470 or richard.mapley@hays.com Further information can be found on [our Hays microsite](#) or <https://penistone-gs.uk/current-vacancies>

The closing date for receipt of completed application forms is **Thursday 16th April at 09:00**. We welcome visits to the school on Tuesday 14th or Wednesday 15th April between 3pm and 4pm. Interviews will be held on **Wednesday 22nd April 2026**.





Penistone Grammar School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

JOB DESCRIPTION

Post Title	SENDCO (Strategic Lead for SEND / Extended Leadership)	
Responsible to	Associate Vice Principle (Inclusion)	
Line management responsibilities	Teaching Professionals: Head of HeartSpace Assistant SENDCO	Associate Professionals: Assistant SENDCO HLTAs Learning Support Team Coordinator Learning Support Assistants
Purpose of the Role	To provide strategic and operational leadership of SEND provision across the school, ensuring that all students with additional needs receive high-quality, inclusive education that enables them to achieve their full potential. The SENDCO will drive whole-school culture, systems and pedagogy that champions inclusion, relational practice and a deep understanding of need.	

The following information is provided to assist staff joining the school to understand and appreciate the work, content of the post and role they are to play in the organisation. Whilst every effort has been made to outline all the duties and responsibilities of the post, a document such as this does not permit every item to be specified in detail and broad headings have been used which assume all the usual associated routines.

KEY RESPONSIBILITIES

1. Strategic Leadership of SEND

- Lead and continually develop a whole-school vision for exceptional SEND practice aligned with school values, and budget.
- Provide strategic oversight of the SEND Code of Practice, ensuring all statutory duties are fulfilled.
- Influence and contribute to whole-school leadership, policy design and school improvement planning.
- Lead bespoke and whole-school SEND CPD, including staff briefings, INSET, twilights and assemblies.
- Interpret and apply the 2025 OFSTED framework to strengthen inclusive practice.

2. Operational Leadership

- Oversee day to day management of SEND provision, ensuring staffing, systems and processes are robust.
- Co-ordinate interventions, provision mapping, Education Health Care Plan (EHCP) processes, and targeted support.
- Lead the team of Assistant SENDCOs and line manage Heartspace Leaders in the exceptional specialist provision.
- Develop high-quality documentation, reports and evaluation cycles for governors, SLT and external stakeholders.

3. Teaching, Learning and Curriculum Development

- Drive inclusive pedagogy across all subjects and phases, ensuring high-quality classroom experiences for students with SEND.
- Support staff in understanding and applying adaptive teaching strategies.
- Use data to shape provision, improve outcomes and evaluate impact.

4. Behaviour, Inclusion and Relational Practice

- Promote and embed a relational approach to behaviour across the school.
- Support colleagues in interpreting behaviours as communication of unmet need.
- Work closely with pastoral teams to ensure aligned, compassionate and evidence informed approaches.

Aim High



Be Determined



Be Kind



Be Supportive



Be Proud

5. Partnerships and Communication

- Build strong relationships with students, families, external agencies and multi-disciplinary teams.
- Work collaboratively with other schools, including primary, to ensure that the transition between schools / key stages is effective for SEND students.
- Communicate effectively with parents/carers regarding needs, provision and progress.
- Represent the school confidently and positively at multi-agency meetings.

SHARED FUNCTION OF LEADERS AT PENISTONE GRAMMAR SCHOOL

- Deliver a values driven educational experience for all students, which is underpinned by honesty, integrity and respect.
- Raise aspirations, embed ambition and drive improvement by ensuring the highest quality provision and outcomes.
- Actively communicate the school's ethos, embodied in the 5 core values.
- Maintain the highest possible personal and professional standards, always leading by example.
- Promote your area of responsibility within the school and beyond.
- Represent the school at events as appropriate.
- Implement consistently, effectively and fairly, all policies and procedures including those relating to equal opportunities, inclusion and safeguarding.
- Play a full and active part in leading and supporting wider school functions.

Other points of note:

- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.
- Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified within this job description on a short-term basis.

REVIEW ARRANGEMENTS

The details within this job description were revised in April 2026 and will be reviewed annually.





PERSON SPECIFICATION

Penistone Grammar School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

Post Title	SENDCO (Strategic Lead for SEND / Extended Leadership)	
Responsible to	Associate Vice Principal (Inclusion)	
Line management responsibilities	Teaching Professionals: Head of HeartSpace Assistant SENDCO	Associate Professionals: Assistant SENDCO HLTA's Learning Support Team Coordinator Learning Support Assistants

ESSENTIAL SKILLS / EXPERIENCE

Qualified Teacher Status
Completed NASENCO qualification (or willingness to complete equivalent NPQ for SENDCO)
Recent and impactful middle or senior leadership experience
Up to date expertise in SEND, inclusion, behaviour and associated statutory responsibilities
Clear knowledge and application of the SEND Code of Practice
A relational, values driven approach to leadership
Experience supporting staff through coaching, CPD or team leadership
Evidence of improving outcomes for students with SEND
Strong understanding of behaviour as communication, and an ability to support colleagues with this
Experience of working in setting with diverse needs, ideally including specialist or alternative provision
Experience of developing intervention activities and programmes, and tracking student progress against targets
Ability to create positive relationships with parents, carers and external stakeholders, ensuring effective and timely communication

DESIRABLE SKILLS / EXPERIENCE

NPQSL or aspiration to complete a leadership NPQ
Cross-phase teaching or leadership experience
Experience across more than one school or setting
Familiarity with specialist interventions, therapeutic approaches or multi-disciplinary practice

ADDITIONAL ESSENTIAL FACTORS

Kindness, compassion and emotional intelligence
High integrity and alignment with the school's values
Visionary, reflective and forward-thinking
Skilled communicator who can influence and inspire
Deep commitment to equity, inclusion and child centred practice
Commitment to the ongoing development of Penistone Grammar School
Flexible approach to accommodate the changing needs of the school