



Kingsholm C of E Primary School and Nursery

SEND Governor Role Description

Introduction

The Governing Board are responsible for:

- Ensuring the best possible provision for SEND, being aware of their responsibilities and complying with their statutory duties around SEND.
- Evaluating the success of the education provided for SEND pupils

Purpose of SEND governor role

- To lead on the governing board's monitoring of SEND arrangements, ensuring that all pupils with SEND get the support they need.
- To report to the governing board regularly on monitoring visits, to enable the board to evaluate the success of education for SEND pupils.
- To act as the governing board's specialist on SEND and champion the needs of pupils with SEND at board level.

The appointed governor should take the lead on monitoring SEND provision. However, the governing board retains collective responsibility.

SEND governor duties

1. Working with the SENCO

The special educational needs co-ordinator (SENCO) is the lead member of staff for SEND within the school, responsible for overseeing the day-to-day operation of the SEN policy and co-ordinating provision for children with SEN. The link governor for SEND should engage with the SENCO on a regular basis in order to:

- Develop an effective working relationship that allows for appropriate support and challenge.
- Conduct monitoring visits to learn about the school's context and the needs of pupils with SEND.
- Discuss SEND provision, focusing on how policies are applied and whether any changes are needed.
- Understand the school's strengths in relation to SEND provision and areas for development.
- Ensure that the SENCO has received appropriate training and is well supported.
- Seek assurance that staff receive effective and up to date SEND training.

2. Monitoring Specific requirements

- Check that accurate, up to date record keeping is maintained
- Check systems are in place to ensure that the needs of SEND pupils are made known to all who are likely to teach all individual pupils
- Ensure that teachers in the school are aware of the importance of identifying, and providing for SEND pupils

- Consult the L.A. when it seems to be necessary or desirable to co-ordinate SEND provision in the area as a whole;
- Ensure that the pupils integrate with pupils who do not have SEND so far as is reasonably practical

3. Understanding and monitoring effective SEND practice

The SEND link governor should have a good understanding of the legal duties of schools and governing boards in relation to pupils with SEND. They also need to learn how SEND provision works in their own setting. This should focus around:

- Investing time in appropriate development and learning: attending regular training on SEND and inclusion and reading and understanding chapter 6 of the SEND Code of practice.
- Understanding the views of all key stakeholders in relation to SEND (pupils, families, staff, and local partners).
- Checking that the school makes good use of financial resources (including the notional budget) to support pupils with SEND.
- Ensuring the school publishes the necessary documentation detailing their SEND provision – SEND Policy, Information Report, Single Equality Policy.

4. Supporting the governing board to monitor SEND provision

As the board's SEND specialist, the link governor will:

- Champion an inclusive culture, reminding the board to consider the impact of their decisions on pupils with SEND (particularly during budget discussions).
- Use their specialist knowledge to challenge senior executive leaders about SEND provision.
- Ensure all members of the governing board have the knowledge and understanding they need to make informed decisions – all governors should be familiar with Chapter 6 in the SEND Code of Practice 2015.
- Make sure that the school and governing board comply with their statutory duties around SEND.

2021-22 SEND Roles	
Inclusion Assistant Headteacher & SENDCO	Nikki Green
SENDCO	Lucy Bennett
SEND Governors	Charlotte MacBeath & Manoj Sebastian

Written by	Chair of Governors – Jane Springham
Policy reference material, guidance or link policies	NGA model SEND link governor/trustee role description (2021) Kingsholm SEND policy 2021
Reviewed by	Headteacher Vice-Chairs
Ratified by	Full Governing Body?
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