

The National Award for Special Educational Needs (SEN) Coordination

Frequently Asked Questions for the National Award for Special Educational Needs Coordination

1 Does my Headteacher have to support my application?

Yes. You should discuss your application with your headteacher prior to applying. We will ask your headteacher to confirm support of your application as part of the application process.

2 Are there any pre-requisite programmes that I must complete prior to the National Award for Special Educational Needs Coordination?

No. However, it should be noted that the National Award is a Masters' level programme with a formal assignment attached to each of the three modules.

3 What happens if I miss the application deadline for the next cohort?

If you fail to submit your application or miss the deadline, we will not be able to consider your application for that cohort. We will, however, be willing to consider your application for the following cohort.

4 I have submitted my application. Does this mean I am registered for the next cohort?

An application does not guarantee a place on the programme. We will assess your eligibility and during this process we may need to contact you to clarify some details within your application. Programmes will be offered locally subject to participant numbers. If there are not enough applications in your locality you may be asked to wait for the next cohort, or if you prefer, join a programme a little further away.

5 When will I know my application outcome?

We will let you know the outcome in:

- November for programmes beginning in January
- March for programmes beginning in April
- July for programmes beginning in September

6 Do I have to attend all of the face-to-face sessions?

Yes, there is a strict 100% attendance policy. In the event of unforeseen circumstances

preventing you from attending any part of the programme, it is important that you phone or email the SENCO team, or contact your tutor as soon as possible.

7 Are there any assessed activities or pieces of work?

You will need to complete three work-based assignments, one per module, and prepare a portfolio of evidence for assessment. You must pass all elements of assessment to achieve the National Award.

8 Is the programme available to aspiring SENCOs?

Yes. However the TDA will only fund SENCOs who have a contract of one year or longer so you will have to identify the funding from another source. You can join the programme and be funded by the TDA as soon as you are appointed to a SENCO post with a contract for one year or longer.

9 Is the programme available to SENCOs in independent schools?

Yes. However the TDA will not fund your place on the programme so you will have to identify funding from other sources.

10 Is there a limit to the number of SENCOs who can apply per school?

No. However, the TDA will not fund more than 1 SENCO per school.

11 Is the programme mandatory for SENCOs?

Yes. The programme is mandatory for all SENCOs new to post since September 2008. However, the programme has been evaluated as highly effective professional development for SENCOs and is therefore, strongly recommended for all SENCOs.

12 Which schools are eligible for funding?

Eligible mainstream schools – i.e. a community, foundation or voluntary school, academy or a maintained nursery school. Please note that special schools and PRUs are not eligible for funding. SENCOs from special schools and PRUs are very welcome to join the programme but their school or local authority would need to fund it.