

The National Award for Special Educational Needs (SEN) Coordination

Programme Information

Modules

The programme is divided into three modules, each accounting for 20 credits at Masters Level. Each module is stand-alone and you may choose in which order you study the modules. This flexible delivery model will allow you to complete the programme at your own pace over a two-year period. Participants will normally complete a module within one term.

The modules are:

Module	Module Content	Blended Learning Activities
1. Orientation and Perspectives on SEN and Inclusive Practice	<ul style="list-style-type: none"> Statutory and regulatory frameworks and relevant developments at national and local level High incidence SEN and disabilities and how they can affect pupils' participation and learning Using evidence about learning, teaching and assessment in relation to pupils with SEN to inform practice Drawing on external sources of support and expertise 	<ul style="list-style-type: none"> One face-to-face event; Two days in a partner school Online learning and tutorial support including case studies etc Reflective learning log A formal assignment
2. Whole School Development: Enabling Inclusion	<ul style="list-style-type: none"> Working strategically with senior colleagues and governors Strategic financial planning, budget management and use of resources in line with best value principles Strategies for improving outcomes for pupils with SEN and/or disabilities Providing professional direction to the work of others Leadership and development of staff 	<ul style="list-style-type: none"> One face-to-face event; Two days in a partner school Online learning and tutorial support including case studies etc Reflective learning log A formal assignment
3. Strengthening SEN: Evidence based Practice and Impact Assessment	<ul style="list-style-type: none"> Developing, using, monitoring and evaluating systems Using tools for collecting, analysing and using data Deploying staff and managing resources 	<ul style="list-style-type: none"> One face-to-face event; One day in a partner school Online learning and tutorial support including case studies etc Reflective learning log A formal assignment

Needs Analysis

Once accepted onto the programme, you will be required to complete a short needs analysis that can be accessed online. This will enable us to ensure that the programme is appropriately personalised to your needs.

Face-to-Face Sessions

You will be assigned a tutor group for the module you have elected to study. There will be one face-to-face session per module with your tutor group, lasting approximately 3 hours.

Online Sessions

You will be supported by carefully constructed online sessions throughout the programme, led by your tutor. These sessions will include work-based assignments such as case studies, which will be reviewed and commented on by your tutor. Tasks will be work based and focused on underpinning your Professional Development Portfolio.

In addition, we will set up networking activities for your local group and you will also have the opportunity to network nationally with other participants of the programme.

Observations

You will be required to undertake 5 reflective sessions in a partner school during the course of the programme. These sessions will provide you with an opportunity for peer support, with other participants acting as a critical friend. The sessions will also give you an opportunity to observe SEN processes and practice in a different setting.

You will also be required to use these sessions to develop your work based module assignments.

Mentors

Your mentor will be based in your school and will either be the headteacher, a member of the senior leadership team, or the school's senior SENCO. During the application process your headteacher will be asked to confirm that the school will provide you with a mentor.

The mentor's role is to support you during your studies, offering advice and guidance as appropriate to ensure the maximum benefit from the programme for both you and your school. During the programme you will be required to complete projects and assignments that focus on improving the provision that your school makes for pupils with SEN and/or disabilities. It is essential that your mentor is able to support you during these activities.

Reflective Learning Log

You will be required to maintain a reflective learning log, which you will update and discuss with your tutor on a regular basis throughout the programme. This will provide rich material for personal reflection, peer review and evidencing professional development.

Professional Development Portfolio

With the support of your tutor, you will build up a professional development portfolio from your work based study and your reflective learning log. The portfolio will ensure that you have evidence of meeting each of the learning outcomes associated with this programme.

Assessment

At the end of each module you will be required to complete an assignment. You must achieve a pass mark in all three assignments and complete a Professional Development Portfolio in order to gain The National Award for SEN Coordination, a postgraduate certificate.

APEL Route

More experienced participants may elect to undertake the APEL route for one of the three modules. If the needs assessment identifies that you already meet the required outcomes of one of the modules, you will be invited to undertake the APEL route.

Participants electing to complete the APEL route will be required to submit a portfolio of evidence against the learning outcomes for one module. Please note that you will be required to undertake the remaining two modules through flexible study to successfully complete the Award.

You will only be invited to undertake the APEL route if you are able to demonstrate that you meet **all** of the required learning outcomes of a module.