



## SEN Governor: Checklist Of Duties

Rate your performance of each of the duties in the checklist using the key below:

Red – area of significant concern / no involvement to date

Amber - some involvement and areas identified to development

Green – duty is being fulfilled and feel confident to report on this area

SEND Governor Duties	R	A	G
Informing governing body about SEND systems and practices in the school and assuring the governing body that the school is compliant with its statutory duties.			
Helping to raise awareness of SEND issues at governing body meetings and raise questions about the implications of decisions for SEND and vulnerable pupils.			
Ensuring that the notional budget for SEND is appropriately allocated to support pupils with SEND			
Ensuring that all pupils with SEND have access to a broad and balanced curriculum.			
Giving up-to-date information to the governing body on the quality and effectiveness of SEND provision within the school (annual report).			
Working with the SENCo to report to the Governing body against the new Ofsted framework – making clear the fundamental changes required since 2019, where the school currently is with this, and steps to be taken to improve this.			
Helping to review the policy on provision for pupils with SEND.			
Ensuring that the school has regard to the SEND Code of Practice (2015) and produces an annual SEN Information Report			
Talking to stakeholders about their satisfaction with the SEND provision.			
Maintaining a trusting and supportive relationship with the Special Educational Needs Co-ordinator (SENCO).			
Assuring the governing body that the school website publishes the school's SEND offer in accordance with the latest regulations.			
Assuring the governing body that the school's Single Equality / Accessibility Plan is in place and compliant with Equality legislation.			

It will be a good idea to review this checklist as part of your termly visits to the school.