

Crown Lane School: Job Description & Person Specification

Job Title:	Teacher in Autism Resource Base (ARB)
Grade:	MPS/UPS (Inner London)
Reporting to:	Executive Head Teacher and Co Heads of School
Responsible for:	Progress and development of pupils

JOB DESCRIPTION

<p>Purpose of Post</p> <ul style="list-style-type: none"> To be an effective and reflective classroom teacher able to demonstrate and share good practice. To plan and prepare lessons with regard to individual need, with reference to school policies, national requirements and local policies. To contribute to the development of an exciting curriculum in the ARB to fully engage pupils in their academic, personal and social and emotional learning in order to support excellent growth and individual progress for every child. To support the governors and leadership team in attaining aims and objectives of the school improvement plan in order to secure the best outcomes for pupils. <p><i>The duties outlined in this job description are in addition to those covered by the most recent School Teachers' Pay and Conditions Document.</i></p>
<p>Main Duties/Responsibilities</p> <p>Teachers duties</p> <p>To work in collaboration with all staff to:</p> <ul style="list-style-type: none"> promote the general progress and well-being of individual pupils and safeguard their Health and Safety, both on school premises and when they are engaged in authorised activities elsewhere; plan and teach a relevant autism-focused curriculum that utilises current ASD pedagogical approaches and is a model of good practice; Support the school ethos and culture which nurtures and values the individual and diverse learning needs of the pupils and adheres to the school values; ensure sustained progress based on targets related to individual pupils' academic, social and emotional needs, in order to best prepare pupils for the next stage in their education by the time they leave Crown Lane; plan and teach a tailored curriculum with appropriate use of resources to ensure challenging learning outcomes and curriculum coverage; devise internal targets and assessment procedures, based on incremental steps, suitable to all pupils in the ARB, that foster pupil progress identifying individual learning needs and plan and implement strategies to develop these; maintain a positive learning environment in line with whole school behaviour for learning policies. <p>Other duties</p> <p>Developing Self and Working with Others</p> <p><i>Show commitment to a research led pedagogy which promotes and directs high standards of learning, teaching and pupils achievement and progression through:</i></p> <ul style="list-style-type: none"> promoting high standards of professional performance, modelling excellent teaching, mentoring and support for the professional development and induction of all staff; identifying and securing own and team members training needs in line with school's appraisal processes;

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- active engagement in and contribution to the Continuing Professional Development of all staff, by attending training sessions and meetings as required;
- keeping up to date with developments and changes in legislation and guidance, and to seek, consider, and act upon professional support and advice as required

Strengthening Community

- to develop and promote the services of the school to meet the needs of the community;
- support and enable colleagues to flourish and develop in their roles, engendering a cohesive and cooperative approach to best support the ethos and values of the school;
- support and encourage the school's ethos, its objectives, policies and procedures.

Contribute to:

- ensuring regular and effective communication with parents, governors and other key stakeholders in supporting and improving pupils' achievement and personal development;
- developing the school's partnerships with parents, the local community, businesses, other organisations and schools, to enhance and enrich the school and its values to the wider community;
- building a school culture and curriculum that takes account of the richness and diversity of the school's communities;
- promoting the concept of lifelong learning and family engagement with learning through partnership.

Safeguarding and Promoting the Welfare of Children

- to support the Senior Leadership team, to ensure a safe and supportive culture in the school;
- to support the Senior Leadership team, to ensure the welfare of children is safeguarded and promoted in line with current best practice and LA advice.

The main duties and responsibilities indicated are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the contract of employment). Other duties of an appropriate level and nature may also be required, as directed by the Executive Headteacher and Co-Heads. Please note that the post holder may be required to work outside of normal school working hours for school events, meetings and emergencies. The job description will be reviewed annually in the light of those changing requirements and in consultation with the post holder and Executive Headteacher.

Data Protection

It is essential when working with computerised systems that you are fully aware of your responsibility at all time of the Data Protection Act for the security, accuracy, and significance of personal data held on the systems.

Equal Opportunities

To be aware of and actively support the school and local Education Authority Equality Policy, ensuring that all children have full access in order to maximise their achievement and minimise inequality. To take responsibility, appropriate to the post for tackling racism and promoting good race, ethnic and community relations and British values.

Health & Safety

Employees are required to work in compliance with the school's health & safety policies and under the Health & Safety at Work Act, ensuring the safety of all parties they come into contact in premises or sites controlled by the school.

Safeguarding

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The school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Enhanced disclosure from the Disclosure & Barring Service is essential.

Signatures: Job Description agreed & discussed

Signature of Post Holder:

Date:

Signature of Executive Headteacher:

Date:

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PERSON SPECIFICATION

Leader of ARB	
Essential criteria is in bold text.	
Relevant Experience	
Qualifications & Experience	<ul style="list-style-type: none"> • Qualified Teacher Status • Proven successful teaching and achievement of progress of pupils with ASD • Experience of teaching using current ASD focused pedagogy* • Desire to enhance and develop skills and knowledge through CPD • *Experience of the TEACCH approach.
Experience and skills	<ul style="list-style-type: none"> • Proven successful teaching through pupil progress • Experience in the principles of quality learning, teaching and assessment for pupils with ASD. • Ability to contribute to whole school review and self-evaluation. • Able to contribute to the professional development of staff to secure high-quality teaching and effective use of resources • Able to analyse data to monitor progress towards challenging targets. • Knowledge of current educational issues beyond current school. • Able to teach across all primary key stages, • Able and willing to teach in all areas of the curriculum. • Experience of the use of high-quality teaching to ensure the effective inclusion of all pupils in a diverse, mixed ability setting. • Knowledge of relevant developments and innovations in the use of ICT as a tool to support teaching and learning
Personal Qualities	<ul style="list-style-type: none"> • Can articulate clear values and is focussed on providing a high level of education for all pupils. • Ability to communicate the school's vision and drive the strategic leadership to empower pupils and staff. • Ability to work under pressure and to deadlines • Ability to lead by example with integrity, creativity and resilience. • An optimistic personality able to demonstrate positive relationships with all stakeholders.

The person specification above outlines the key experience, skills and knowledge required for this position. The selection panel will assess each candidate against the essential criteria listed above. Candidates will be expected to demonstrate knowledge and understanding of each area and to show evidence of having applied (or an awareness of how to apply) this knowledge and understanding in the school context.

Shortlisted candidates will be selected entirely on the basis of the extent to which they meet the above selection criteria (**i.e. essential criteria in bold text**) in their supporting statement.