



Phoenix Values

Community | **R**espect | **E**ngagement | **A**spiration | **T**rust | **E**quality

JOB DESCRIPTION

CLASS TEACHER PRIMARY AND SECONDARY

At Phoenix the education of our students is our first concern. All staff are accountable for achieving the highest possible standards in work and conduct. Staff are expected to act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills up to date and be self-critical; forge positive professional relationships; and work with parents in the best interest of our students.

GRADE: MAIN PAY SCALE/UPPER PAY SCALE + SEN 1 ALLOWANCE

RESPONSIBLE TO: PHASE LEADERS / SENIOR LEADERSHIP TEAM

PURPOSE OF THE JOB

- To be responsible for the teaching and management of a class of students who are on the autistic spectrum in the primary or in the secondary department
- To work closely with colleagues on the planning and implementation of the curriculum to ensure high quality provision throughout the school day, term and year.
- To keep up to date records of progress through the school assessment procedures
- To contribute to the planning and implementation of the School Development Plan.
- To be responsible for the managing of budgets, both for class and curriculum and for liaising with the Phase Leader on other areas of expenditure.
- To keep up to date with new initiatives and developments in special education relevant to the school.
- To lead and manage support staff working as part of a team
- To work in line with National Teacher Standards

KEY ACCOUNTABILITIES:

TEACHING AND LEARNING

- Set high expectations which inspire, motivate and challenge students.
- Secure and sustain effective teaching, evaluate the quality of teaching and standards of student achievements
- Be accountable for student attainment, progress and outcomes
- Set targets for improvement to ensure high outcomes.
- Make accurate and productive use of assessment
- Embed communication opportunities in teaching and learning
- Commitment to training to ensure best practice

DEMONSTRATE GOOD SUBJECT AND CURRICULUM KNOWLEDGE

- Have a clear understanding of appropriate teaching strategies
- Maintain interest, motivation and engagement in the subjects

- Plan and teach well-structured lessons including communication opportunities
- Adapt teaching and embed communication to respond to the strengths and needs of all students.

MANAGE BEHAVIOUR EFFECTIVELY TO ENSURE A GOOD AND SAFE LEARNING ENVIRONMENT

- Have clear structures, routines and systems in place
- Use visuals to help students understand structures and systems in the classroom
- Have a clear environment and resources well organised for teaching and learning

TEACHING AT PHOENIX

To undertake an appropriate programme of teaching in accordance with the duties of a class teacher

To demonstrate consistently high standards of personal and professional conduct

VARIATION CLAUSE:

1. This is a description of the job as it is constituted at the date shown. It is the practice of the school to periodically examine job descriptions, update them and ensure that they relate to the job performed, or to incorporate any proposed changes. This procedure will be conducted by the Executive Headteacher in consultation with the Post Holder.
2. In these circumstances it will be the aim to reach agreement on reasonable changes, but if agreement is not possible management reserves the right to make changes to the job description following consultation.
3. Possibility of working within our Specialist Classrooms in mainstream as a Phoenix teacher developing practice and strategies

FLEXIBILITY CLAUSE:

Other duties and responsibilities express and implied which arise from the nature and character of the post within the school mentioned above or in a comparable post in any of the school's other sections or departments.

EQUAL OPPORTUNITIES STATEMENT

To ensure equality of opportunity for all people in service provision and in employment, and to oppose strongly any form of discrimination.

SAFEGUARDING

Phoenix is committed to the safeguarding and welfare of our students and young people and expects all our staff and volunteers to share this commitment.



PERSONAL SPECIFICATION

JOB TITLE: CLASS TEACHER
GRADE: MAIN PAY SCALE + SEN 1 ALLOWANCE
RESPONSIBLE TO: PHASE LEADERS / SENIOR LEADERSHIP TEAM

All post holders are expected to demonstrate a commitment to Equal Opportunities, a proven ability to work effectively in culturally, and linguistically diverse environments

APPLICANTS MUST HAVE:

- A teaching qualification recognised by the DfE.
- Training – special educational needs including autism or other relevant specialism

EXPERIENCE AND EVIDENCE OF:

- Successful classroom teaching including partnership teaching and working with some additional adults
- Leading a team within the classroom environment
- Working with students with SEND and of raising standards of teaching and learning
- A good knowledge of and commitment to the National Curriculum and the implications for students with special needs and autism
- Success in a significant area of curriculum development
- To have an interest in teaching students with autism and the willingness to take on training to develop the appropriate teaching skills
- Creating an exciting classroom environment and have an imaginative approach to teaching

KNOWLEDGE AND UNDERSTANDING OF:

- Successful SEND practice within the 3-19 age range
- Factors that influence the achievement of all students and how to raise levels of attainment for students with SEND
- Accreditations that could be offered in the secondary phase including ASDAN (Secondary only)
- The role of assessment and monitoring student progress in raising the achievement of all students
- Practices to create an inclusive environment for learning and communication strategies
- Developing partnerships with parents and the wider community

SKILLS AND ABILITY TO:

- Assess and monitor students' progress, maintain records and analyse data and to relate these strategies that promote achievement at individual, class, and team level
- Support all students through a range of teaching styles and approaches and interventions appropriate to individual need
- Communicate effectively and work as a member of various teams within the phase
- Be self-motivated, effectively manage your time, be able to assess situations and take appropriate action, often under pressure
- Understand the principles and practices of an effective ASD approach to learning and the teaching of a broad relevant curriculum within the school

- To implement strategies that are learned through training at Phoenix
- Ability to work flexibly across the range and needs of the school

PERSONAL QUALITIES

- Have flexibility and ability to work as part of a team and commit to the School values
- A commitment to working positively with and to embrace the challenge of working with autistic students
- Be prepared to work throughout the school with any age group if needed
- Support as a buddy with mainstream Specialist Classrooms once confident and experienced in your teaching and communication strategies
- A sympathetic approach to parents and an understanding of the need for confidentiality
- A commitment to training and improve skills and knowledge to develop teaching and learning practices
- Be organised and have a balanced measured approach towards your classroom environment