

JOB PROFILE


Job title:

Gardening & Animal Lead.

Reports to:

Vice Principal

Job Purpose:

To ensure the welfare of on-site animals and that the class gardening beds are maintained. To facilitate pupils understanding of animal care and horticulture.

Key Accountabilities:

- To deliver the animal care and horticulture curriculum
- Ensure the welfare of on-site animals
- Maintain class gardens
- Potentially within the 36 weekly hours, there is an expectation to care for the animals needs during the weekends.
- To ensure the safety of pupils, staff and animals through adhering to the school's H&S requirements.

Main Duties and Activities
1. To deliver the animal care and horticulture curriculum

2. To deliver a scheme of work to develop pupils' understanding of horticulture to class groups supported by the class support staff.
3. To deliver a scheme of work to develop pupils' understanding of animal care to class groups supported by the class teacher.
4. To participate in regular feedback between pupil and teacher.
5. To deliver sessions on a 1-1, small group and whole class basis.

6. Management of people and learners

7. To support all pupils in their planned work, clarifying and explaining instructions as required to enable them to complete the work to their full ability.
8. Establish and maintain a positive regard towards both learners and staff, promoting equality and diversity.
9. Build positive relationships with pupils and provide an exemplary role model to encourage them to develop good social skills and become as independent as possible.
10. To deal with parents/ carers in cases such as: illness, mishaps, lost property etc.
11. Liaise with class teachers re the progress and engagement of pupils in the sessions.
12. Work with the Premises Manager to ensure that an inventory of resources are maintained.

13. Management of Resources

14. Ensuring the wellbeing of the animals.
15. Ensuring the pupil gardening beds are well maintained
16. Ensure that all tools are used and stored safely
17. Ensure that the school's H&S requirements are adhered to at all times.

18. Professional Development

19. Attend school based training.
20. Be willing to engage with outside professional development eg NVQ in Animal Care and Horticulture.

21. Other

22. Promote the welfare of children and young people and at all times and ensure safeguarding policies and procedures are followed.
23. To undertake break-time duties and responsibilities.
24. To keep records and carry out procedures to satisfy school policies.
25. When qualified and approved, to drive school vehicles as required.
26. To take responsibility for own training and development, attending training courses as appropriate.
27. To undertake and other activities reasonably expected.

Person Specification	
Criteria	Essential = E Desirable = D
Assessed by Application Form (A) Interview & Selection Processes (I)	
Qualifications and Training	
• GSCE or equivalent in maths and English (A) • Other relevant training eg First Aid, Child Protection, Behaviour Management, Working with children with ASC, Team Teach (A) • Full Clean Driving Licence (A)	E D D
Knowledge and Experience	
• Working with children (A, I) • Working in an educational setting (A, I) • Working with children with special needs, SEMH/ASC (A, I) • Working as part of a team (A, I) • Working with children from a variety of cultural backgrounds (I) • Working with and caring for animals. (A, I) • A working knowledge of effective gardening (A, I) • A working knowledge of relevant aspects of the Science curriculum to gardening and animals (I)	E E D E D E E E E
Skills and Abilities	
• Ability to think, write and speak clearly and concisely (A,I) • Ability to communicate well with parents & pupils (I) • Ability to work collaboratively as part of a team (A,I) • A calm, reassuring and responsive approach (I) • Ability to manage behaviour calmly in accordance with the school's Therapeutic approach • Ability to organise and prioritise work and resources (I) • Good ICT skills (A,I)	E E E E E E E
Personal Attributes	
• Confident and self motivated in exercising appropriate initiative (I) • A positive, flexible and confident attitude to work and problems (I) • A commitment to equality and celebrating diversity (I) • Patience and resilience (I) • Good level of physical fitness and general health (I) • Enthusiasm and drive for working in an SEN setting (I) • Ability to take responsibility for own CPD (I) • Good sense of humour (I) • Unlimited empathy for working with children and a commitment to meeting the needs of the children and their families (I)	E E E E E E E E E E
Updated: September 2026	