

**The Harmony Trust  
Job Description**

<b>Job Title: Inclusion Hub Teacher</b>	
<b>Teachers Main Pay Scale or Upper Pay Scale + SEN Allowance</b>	£31,650 to £49,084 plus allowance of £2679 per annum
<b>Responsible to:</b> Principal/Head of Inclusion	<b>Responsible for:</b> Teaching within the Inclusion Service Team, upholding inclusive the vision and values of the trust
<b>Job Description -</b> This job description is based on the Teachers Standards and may be amended at any time following consultation between the postholder, Leadership Team and Board of Trustees.	

**Job Purpose:**

- To offer all pupils an effective, safe, nurturing education in an environment appropriate to need, providing equality of opportunity to all, in line with Academy/Trust policies
- To deliver a specialist curriculum based on pupils needs including EHCPs and specific SEND assessment tools.
- To plan learning opportunities that enable pupils to meet their EHCP outcomes
- To deliver the National / Foundation Stage Curriculum if appropriate.
- To work in partnership with pupils, parents, leaders, Trustees, other staff and support agencies.

**Main Responsibilities:**

**The teacher will be expected to plan and deliver a rich, balanced curriculum which:**

- Offers pupils equality of opportunity in line with the policies of the trust and the academy
- Ensures continuity and progression within the work of the hub and the classes to and from which the children may transfer to during different transition stages.
- Exploits, in all their teaching, opportunities to develop children's skills within both their primary area of need and additional needs.
- Covers subjects of the curriculum which are delivered at an appropriate level to meet the needs of all the children in the class as identified in EHCPs.

**The teacher needs to know the children in their care well and to:**

- Plan lessons, teach and assess pupils in all subjects.
- Observe, assess and record systematically the progress of each child.

- Use observations, assessments, and data to inform planning, teaching and record keeping.
- Provide regular oral and written feedback to parents and pupils on the outcomes of their learning.
- Prepare and present reports on pupils' progress to parents.
- Identify and respond appropriately to the individual needs of each pupil.

**The teacher will use a wide range of learning and teaching strategies to:**

- Support pupils' learning and be aware of the various factors which affect the process.
- Set appropriate and challenging expectations / targets for the pupils.
- Establish clear expectations of pupils' behaviour, both in and out of the classroom.
- Create and maintain a purposeful, ordered and supportive environment.
- Ensure that the pupils are engaged, interested and motivated.
- Present learning tasks and curriculum content in an appropriate and stimulating way.
- Teach whole classes, groups and individuals where appropriate in order to achieve the best outcomes from the pupils.
- Communicate clearly and effectively with pupils through questioning, instructing, explaining and giving feedback.
- Manage effectively and economically their own and pupil's time.
- Make constructive and innovative use of ICT and other high-quality resources for learning.
- Organise events and trips to enhance the children's experiences and opportunities for learning.
- Ensure that the pupils are offered equality of opportunity.

**The teacher will develop through the provision of appropriate training and support:**

- Effective working relationships with professional colleagues, support staff and parents.
- The ability to recognise diversity of talent and interest including that of able pupils.
- The ability to identify and provide for pupils with SEND, EAL and specific learning difficulties.
- The ability to evaluate pupils learning and recognise how their intervention enables the pupils to make good progress.
- A readiness to promote the spiritual, moral, social and cultural development of pupils.
- Their professional knowledge, skill and understanding through their continued CPD.

**Person Specification – Inclusion Hub Teacher**

Category	Essential	Desirable	How Identified
Qualifications	<ul style="list-style-type: none"> <li>• Qualified Teacher</li> </ul>		A

	<ul style="list-style-type: none"> <li>• Degree or good professional qualification</li> <li>• Evidence of professional development</li> </ul>		
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Sound understanding of the National Curriculum, and primary practice</li> <li>• Knowledge and experience of KS1/KS2 statutory assessments</li> <li>• Knowledge of current educational developments</li> <li>• Understanding of the nature of inclusive practice</li> </ul>		A/I
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Class teaching in either KS1 or KS2</li> <li>• Working in a school with a high number of Pupil Premium children</li> <li>• Experience of working with children with SEND</li> </ul>	<ul style="list-style-type: none"> <li>• Class teaching in a special needs unit/school</li> </ul>	A/I
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Good communication and interpersonal skills</li> <li>• Ability to set, monitor and evaluate clear targets for pupils</li> <li>• Ability to plan logically with clear objectives related to the National Curriculum</li> <li>• Good classroom practitioner</li> <li>• Skills in the use of ICT as a teaching tool</li> </ul>		A/I

	<ul style="list-style-type: none"> <li>• Ability to plan to meet the needs of pupils with special educational needs</li> </ul>		
<b>Qualities</b>	<ul style="list-style-type: none"> <li>• Ability to teach with enthusiasm and motivate pupils</li> <li>• Communicate and disseminate information at a child's level of understanding</li> <li>• Ability to work collaboratively in teams</li> <li>• To be diplomatic and professional at all times</li> </ul>		A/I

*Abbreviations: AF = Application Form; I = Interview.*

