**The Harmony Trust**

**Job Description**

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| **Job Title: Inclusion Hub Teacher** | |
| **Teachers Main Pay Scale or Upper Pay Scale + SEN Allowance** | £30,000 to £46,525, plus allowance of £2539 per annum |
| **Responsible to:** Senior Trust Leader/Head of Inclusion | **Responsible for:** Teaching within the Inclusion Service Team, upholding inclusive the vision and values of the trust |
| **Job Description -** This job description is based on the Teachers Standards and may be amended at any time following consultation between the post holder, 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 pupils 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**

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| **Category** | **Essential** | **Desirable** | **How Identified** |
| **Qualifications** | * Qualified Teacher * Degree or good professional qualification * Evidence of professional development |  | A |
| **Knowledge** | * Sound understanding of the National Curriculum, and primary practice * Knowledge and experience of KS1/KS2 statutory   assessments   * Knowledge of current educational developments * Understanding of the nature of inclusive practice |  | A/I |
| **Experience** | * Class teaching in either KS1 or KS2 * Working in a school with a high number of Pupil Premium children * Experience of working with children with SEND | * Class teaching in a special needs unit/school | A/I |
| **Skills** | * Good communication and interpersonal skills * Ability to set, monitor and evaluate clear targets for pupils * Ability to plan logically with clear objectives   related to the National Curriculum   * Good classroom practitioner * Skills in the use of ICT as a teaching tool * Ability to plan to meet the needs of pupils with special educational needs |  | A/I |
| **Qualities** | * Ability to teach with enthusiasm and motivate pupils * Communicate and disseminate information at a child’s level of understanding * Ability to work collaboratively in teams * To be diplomatic and professional at all times |  | A/I |

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