**INCLUSION SEN TEACHER**

**JOB DESCRIPTION**

**Hours of work:** Full time

**Salary:** Outer London pay scale plus SEN allowance

**Reports to:** Assistant Headteacher, Inclusion / SENCO

1. To support the AHT Inclusion/SENCO with primary school liaison including Year 7 transfer and transition support.
2. To work collaboratively with the Year 7 Coordinators in providing support for those with additional transition needs.
3. To liaise with relevant colleagues regarding catch up provision based on KS2 data.
4. To link with the English and Maths faculties re differentiation, schemes of work and assessment.
5. To teach SEN students across the full age and ability range (11-18), with particular focus and experience in teaching SEN students and EAL students.
6. To support SEN students in achievement.
7. To plan, develop and evaluate at various points throughout the school year the schemes of work for Year 7 and Year 8 Support for Learning lessons.
8. To link with English and Maths KS4 Curriculum Leads to oversee the running of the Study Plus lessons.
9. To ensure the effective delivery of the National Curriculum and School Curriculum.
10. To keep up to date with relevant new SEN/EAL developments and liaise with colleagues as appropriate.
11. To maintain a stimulating learning environment in her/his teaching area.
12. To manage the behaviour and discipline of students in the classroom.
13. To maintain in good order the room(s), area(s), resources and equipment in her/his care including regard for a) health and safety and b) security.
14. To participate in the pastoral organisation of the school.
15. To attend meetings as appropriate, including Annual Review meetings.
16. To support extra-curricular and school activities in general.
17. To organise and oversee Inclusion Faculty Interventions for all Inclusion students.
18. To support with initial assessments of students with EAL and devise appropriate interventions.
19. To support with Access Arrangements of EAL students and where necessary, support the Access Arrangements Lead with the testing and support of the SEN students.
20. To liaise with teaching staff about how to best support EAL and SEN students and, where necessary, lead CPD sessions for staff.
21. To carry out duties and responsibilities commensurate with the post necessary for the smooth running of the school as required by the Headteacher and Assistant Headteacher Inclusion.
22. Conditions of Employment of School Teachers as stated in the latest School Teachers’ Pay and Conditions Document and Acts.