

# Lead Teacher - Food Studies (SEND) – Job Description and Person Specification

## Job Purpose

- Provide strategic and operational leadership of the Food Studies department within a SEND school.
- Ensure high-quality teaching, curriculum design and progress for learners with complex SEND.
- Fulfil all professional responsibilities expected of a Class Teacher, including pastoral care and learner wellbeing.

## Leadership & Management Responsibilities

- Lead the design of an ambitious, differentiated Food Studies curriculum.
- Map progression pathways through Entry Level, ASDAN, Functional Skills and vocational routes.
- Integrate therapeutic and sensory-supportive approaches.
- Line-manage departmental staff and oversee performance management.
- Lead improvement-focused departmental meetings and CPD.
- Manage safe, effective daily running of Food Studies spaces.

## Teaching & Learning Responsibilities

- Plan high-quality, differentiated lessons with clear learning intentions.
- Use varied and appropriate teaching approaches.
- Model structured, step-by-step demonstrations suitable for SEND learners.
- Implement adaptive strategies such as simplified recipes, visual supports and sensory-friendly tools.
- Maintain a safe, purposeful practical environment.

## Assessment, Monitoring & Data

- Oversee assessment of practical and theoretical skills.
- Analyse progress data and implement action planning.
- Maintain detailed pupil progress records and contribute to annual reviews.



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### **Safeguarding, Compliance & Health and Safety**

- Ensure compliance with Food Standards Agency expectations, COSHH, risk assessments and PAT testing.
- Maintain robust allergy management systems.
- Uphold safeguarding responsibilities.

### **Multi-Agency, Family & Community Engagement**

- Liaise with therapists and external professionals to support individual needs.
- Communicate effectively with families regarding dietary needs and progress.
- Build community partnerships for vocational learning.

### **Whole-School Responsibilities**

- Lead healthy-eating, sustainability or enterprise projects.
- Contribute to faculty work, school improvement planning and evaluation.
- Participate in assemblies, meetings, rotas and appraisal.

*Carew Academy is committed to providing equality of opportunity and to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The post holder will be a member of the school's Safeguarding Team, be required to adhere to the school's safeguarding procedures and policies and be seen to actively promote Carew Academy's safeguarding systems among staff under his/her line management.*

### **KEY ORGANISATIONAL OBJECTIVES**

The Post-holder will contribute to the school's objectives in service delivery by:

1. Enactment of Health and Safety requirements and initiatives as directed
2. Ensuring compliance with Data Protection legislation
3. At all times operating within the school's Equal Opportunities framework

### **Additional notes**

- Job Descriptions are to be reviewed annually
- The responsibilities listed above are the essentials of the post; it is always open to the postholder to propose ways of extending these responsibilities
- This job description is not exhaustive, and you may be asked to carry out other duties commensurate with the role.

**Person Specification for the Post of Lead Teacher for Food Studies, Carew Academy**

The Person Specification shows the abilities and skills you will need to carry out the duties in the Job Description. Shortlisting is carried out based on how well you meet the requirements of the Person Specification. You should mention any experience you have had which shows how you could meet these requirements when you fill in your Application Form. If you are selected for interview, you may be asked also to undertake practical tests to cover the skills and abilities shown below.

<b>QUALIFICATIONS AND TRAINING</b>	
Qualified to degree level and above	Essential
Food Hygiene & Safety Certification	Essential
Right to work in the UK	Essential
Recent and relevant professional development	Essential
<b>EXPERIENCE</b>	
Experience teaching Food Studies or vocational/practical learning.	Essential
Experience with SEND learners, including complex needs.	Desirable
Experience in curriculum development.	Essential
Experience managing staff or supporting colleagues through coaching.	Essential
Experience maintaining safety in practical environments	Essential
<b>KNOWLEDGE AND UNDERSTANDING RELEVANT TO THE JOB</b>	
Strong understanding of safeguarding, health and safety and food safety.	Essential
Knowledge of SEND curriculum planning and pedagogy.	Desirable
<b>SKILLS AND ABILITIES</b>	
Ability to lead a department with clarity and high expectations	Essential
Excellent organisation and resource management	Essential
Strong communication with pupils, families and colleagues	Essential
Ability to differentiate effectively across a diverse range of needs	Desirable
Ability to analyse data and implement intervention	Desirable





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*Orchard Hill College & Academy Trust is proud to be a Disability Confident Employer, committed to creating an inclusive and supportive workplace for all.*

*Orchard Hill College & Academy Trust endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.*

*This **Job Description** and **Person Specification** is current but will be reviewed on an annual basis and following consultation with you, may be changed to reflect or anticipate changes in job requirements which are commensurate with the job title and grade in line with the school's changing needs.*

*In line with the statutory guidance in Keeping Children Safe in Education, the Trust reserves the right to request and review references **prior to interview** as part of our safer recruitment process. Any concerns raised will be followed up with the applicant before a recruitment decision is made.*

