Job Description

**Post Title: Primary Teacher to teach KS3 pupils with complex SEND**

**Location: Arnold Hill Spencer Academy**

**Salary/Pay Range: Main Scale +UPR**

**Hours of work: Full Time, Permanent**

**Reporting to: SENCO/Deputy SENCO**

**Purpose of Role**

As a Main Scale/Upper Scale Teacher you will be expected to carry out the professional duties of a school teacher under the relevant sections of the current School Teachers’ Pay and Conditions Document.

You are required to carry out your duties in line with the stated ethos and principles of the school and in line with your responsibility for promoting and safeguarding the welfare of children and young persons for whom you are responsible or come into contact with.

Support and contribute to the school’s commitment to enhancing the learning provision, experience and outcomes, enabling all children to have the best possible start and life chances.

In addition to the above you may be asked to undertake any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post.

**Nature and Scope**

We are a main stream secondary school looking to appoint a passionate and motivated teacher with Primary School experience to work with a small class of pupils with complex SEND working at KS2. Working as part of this busy and important Learning Support team you will be required to carry out the following duties.

The nature of the Academy Year requires some of these tasks to be done regularly whilst others will be on an annual cycle. The post holder will be expected to use all Trust standard computer hardware and software packages where appropriate. Specific responsibilities include:

**Main Duties and Responsibilities**

**Overall Purpose of Post:**

To be responsible for a class of mixed ability children within the KS2 & KS3 range.

You will be required to carry out the following duties. The nature of the Academy year requires some of these tasks to be done regularly whilst others will be on an annual cycle.

**Leadership & Management**

* Take responsibility for the day to day management and organisation of the class.
* Ensure all pupils have bespoke access to the curriculum.
* Ensure the curriculum is taught consistently, has balance, shows progression and continuity, and is matched to needs.
* Manage resources within the classroom.
* Attend year group and whole school meetings and training.
* Manage Teaching Assistants allocated to the class and to individual children and liaise with the SENDCo.
* Liaise with outside agencies with regard to SEN children in the class.
* To support the educational health and care plan reviews for pupils in the class.

**Quality of Teaching, Learning and Assessment**

* Deliver creative and effective teaching strategies and approaches.
* Make effective use of AfL strategies to assess progress and inform planning.
* Incorporate a range of teaching styles to match individual needs of pupils.
* Ensure pupils in the class are set appropriate challenging targets.
* Provide pupils with cross-curricular links.
* Contribute to medium term and weekly planning meetings.
* Ensure the classroom promotes a positive learning environment e.g. displays to celebrate children’s achievements.
* Bring any concerns to the SENCO.
* Communicate pastoral concerns with parents, working together to resolve issues.
* Contribute to the wider life of school (PTFA events, clubs etc).

**Outcomes for Pupils**

* Ensure intervention strategies, where appropriate, are taking place within the weekly timetable.
* Maintain an overview of standards and progress within the class.
* Monitor the progress of pupils throughout the year, identifying underachievement. This will be monitored through regular data meetings.
* Monitor progress of vulnerable groups within the class.
* Moderate assessments within the Trust.
* Report progress and attainment to parents/carers.
* Work with parents and encourage their involvement in supporting their children’s learning.

**Personal Development, Behaviour and Welfare**

* Ensure children are safe within the classroom environment.
* Ensure the Behaviour policy is implemented.
* Read and implement all policies relating to Safeguarding of children.
* Liaise with SENDCo and Designated Safeguarding Person when appropriate.
* Liaise with staff over lunchtime concerns.
* Share responsibility for the appearance of the school (displays, tidiness of resources etc).
* Be aware of any Health & Safety issues.

**General**

* Work in a professional manner and with integrity and maintain confidentiality of records and information.
* Maintain up to date knowledge in line with national changes and legislation as appropriate to the role.
* Be aware of and comply with all Academy policies including in particular Health and Safety and Safeguarding.
* Participate in the Academy Appraisal process and undertake professional development as required.
* Adhere to all internal and external deadlines.
* Contribute to the overall aims and ethos of the Spencer Academies Trust and establish constructive relationships with nominated Academies and other agencies as appropriate to the role.

These above-mentioned duties are neither exclusive nor exhaustive, the post- holder may be required to carry out other duties as required by the Trust.

**Additional Information**

**The Spencer Academies Trust is committed to safeguarding and promoting the welfare of all our students and expects all employees and volunteers to share this commitment. All posts are subject to enhanced DBS checks and completion of Level 2 safeguarding training.**

**Person Specification**

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| --- | --- | --- | --- |
|  | | **Essential** | **Desirable** |
| **Qualifications and experience** | | | |
| Educated to degree level  Qualified teacher status  Evidence of further professional development  Have experience of teaching Key Stage 2 children  Experience of working with children with significant SEND | | ✓  ✓  ✓  ✓ | ✓ |
| **Knowledge and skills** | | | |
| A proven excellent classroom practitioner, willing and able to teach any year group as directed by the Principal  Able to plan, organise, model and resource an outstanding and stimulating learning environment for individual children and groups of children and deliver, evaluate and assess learning  Understanding and be able to demonstrate current good practice in across KS2  Good understanding and be able to demonstrate what constitutes an Outstanding School Curriculum  Have a sound understanding and be able to demonstrate how assessment and data support school improvement and the drive for high standards  Have a sound knowledge and understanding of current strategies used to Narrow the Gap between different groups  Ability to lead and learn from others  Have experience of using PIVAT’s to measure the progress of children | ✓  ✓  ✓  ✓  ✓  ✓  ✓ |  | |
| **Personal qualities** | | | |
| Able to form positive relationships with all children and motivate them to succeed  Able to work with others in a team to support work with children with special educational needs  Work at all times within the framework of agreed school policies  Have a flexible approach to work who enjoys being a good team member  Good communication skills both orally and in writing  Able to manage own work load effectively and responds swiftly to tight deadlines  Good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships  To show a caring attitude towards pupils, staff and parents/carers  Willingness to share expertise, skills and knowledge and ability to encourage others to follow suit  Openness and willingness to address and discuss relevant issues, allied with an ability to inspire and challenge others and deal with challenging questions  To practice equal opportunities in all aspects of the role and around the work place in line with policy  To maintain a personal commitment to professional development  To contribute to the wider life of the academy  Commitment to the highest standards of child protection and safeguarding  Recognition of the importance of personal responsibility for health and safety  Commitment to the Trust’s ethos, aims and whole community. | | ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓ |  |