

Job Title	<b>SEN &amp; Complex Needs Class Teacher</b>
Job Type	Permanent
Pay Grade/scale	MS plus SEN 1 or 2 (depending on experience)
Location	Newbridge Lower School, Newbridge Upper School
Responsible to	Head of School

### **Job Purpose**

A class teacher will have responsibility for the education and welfare of a group of pupils in accordance with the provision of the current School Teachers Pay and Conditions Document, having due regard for the requirements of the Newbridge School curriculums, the SEND Code of Practice, the schools' ethos, aims and objectives and any required policies of the Governing Body.

### **Teachers' Key Responsibilities;**

- To teach a class group of pupils with severe or profound and multiple learning difficulties as determined by the Headteacher/Head of School on an annual basis
- Support the vision, ethos and policies of the school and promote high levels of achievement and safety
- Be responsible for the pastoral care of pupils, promoting safeguarding, independence and positive behaviour and relationships, in accordance with school policies
- Be responsible for organising and managing teaching and learning within your class group
- Work with other staff to plan and provide for a creative, stimulating and quality curriculum for all pupils which supports a range of learning styles and helps to develop pupil's independence
- Support the implementation of the school development plan

### **Teachers' Duties;**

- Ensure that the requirements of the school's curriculum are met, including arrangements for record keeping, assessment and moderation
- To plan and complete individual learning plans and Long/Medium/Short-Term plans, keeping day to day records and reviewing pupil progress in relation to educational targets and EHCP outcomes
- Plan activities and provision to support progress towards EHCP outcomes, ensuring that individualised programmes/resources/specialist equipment are in place for all pupils
- To support individual pupil's needs with a range of specialist teaching and learning strategies (such as TEACCH, use of AAC – including Makaton, Sensory Integration, Intensive Interaction and Multi-sensory Learning & Play), ensuring that teaching and learning is fun, motivating, differentiated and person-centred
- To provide pupils with access to stimulating environments, including regular use of specialist learning areas across the school, such as Sensory Room, Soft-Play Room, Multi-Sensory Garden, Hydrotherapy Pool, Food Technology Room, etc.
- Prepare reports for Assessment and Annual Review Process for pupils
- To have a shared responsibility for the safeguarding and well-being of pupils in the class group and refer to the Designated Safeguarding Lead in matters of concern
- To promote a Total Communication Environment including the use of a variety of alternative methods of communication for pupils throughout the school day

- Adhere to all Health & Safety policies and follow procedures at all times
- To organise and maintain classroom resources and equipment, keeping an up to date inventory in accordance with school requirements
- To maintain a small class budget
- To establish and maintain positive working relationships by line managing and working in partnership with learning support assistants and midday staff; directing and supporting their duties, preparing their work timetables and ensuring that they have appropriate understanding of pupil needs and of the teaching programmes and methods in place.
- Work in partnership with parents/carers, ensuring that they are fully involved in their child's learning and development and well-informed about the curriculum, their child's individual targets, progress and achievement. Encourage and welcome parental contact and endeavour to ensure that such relationships are supportive, informative and helpful
- Work collaboratively with colleagues including a multi-disciplinary team of professionals and medical/therapeutic staff and implement therapeutic programmes following advice and training
- To take part in staff meetings and school based INSET
- To attend relevant training courses and share good practice and knowledge gained with members of the staff team as appropriate
- To participate in the Statutory Performance Management/Appraisal arrangements
- The above-mentioned duties are neither exclusive nor exhaustive and the post holder may be required to carry out other relevant and/or reasonable duties as directed by their Head of School /Line Manager commensurate with the skills, abilities and grade of the post.

### **Person Specification**

Applications will be assessed against the following, which are the minimum required for this Post. The successful candidate will:

#### **Qualifications:**

- QTS/QTLS
- Degree or equivalent in a relevant subject

#### **Teaching and Experience:**

- SEN experience or a desire to teach in the SEN sector
- A secure knowledge of the SEND Code of Practice, National Curriculum and Foundation Learning requirements and its implications for pupils with disabilities and learning difficulties
- Have high expectations of all students and differentiate teaching to meet individual needs
- Accountable for good/outstanding progress of all students through setting and achievement of ambitious goals and targets
- Have knowledge and understanding of the needs and priorities in the education of pupils with a wide range of special educational needs
- Be able to demonstrate a commitment to meeting the needs of pupils with complex needs and a range of multi-sensory impairments, who may present associated behaviour

#### **Skills:**

- Be able to manage and lead a team of learning support and midday assistants
- Be able to work collaboratively with colleagues from a range of professional disciplines
- Be able work effectively with parents/carers
- Have effective communication skills

- Be able to manage workload and plan time effectively

### **Personal Qualities**

- Demonstrate high levels of professionalism in line with the school's Code of Conduct and core values at all times
- Be able to demonstrate a commitment to Safeguarding and Equal Opportunities in their practice
- Be self-motivated, resilient and flexible
- Be an innovative, creative thinker who has an open mind-set and is able to inspire others to do the same
- Be committed to self-reflection and your own professional development with a drive for acquiring new skills and knowledge
- Be an excellent team member and leader, encouraging an atmosphere of cooperation and respect
- Have enthusiasm, integrity, energy and sense of humour

### **Other Requirements**

- Promote the vision, aims and values of the school and in so doing support its leadership
- Be aware and comply with policies and procedures relating to child protection, health, safety and security and confidentiality, reporting all concerns to appropriate persons
- You must have an up-to-date Enhanced DBS Disclosure which the school will apply for, on your behalf, if you are appointed to the role.
- Present a professional and friendly disposition and personal image contributing to a welcoming school environment which supports equal opportunities for all
- Promote and ensure the health and safety of pupils, staff and visitors (in accordance with appropriate health and safety legislation) at all times
- The school is committed to Safeguarding and promoting the welfare of children and young people and expects all employees and volunteers to share this commitment.