

**Job description: SEN hub teacher**

**Job details**

**Salary:** Minimum M3

**Days: 0.6**

**Contract type:** Part time - 1-year Fixed Term Contract, starting September 2025

**Reporting to:** SENDCo and HT

**Work pattern:** Mornings Monday - Friday

**Main purpose**

To provide high-quality teaching for children with cognition and learning needs in a smaller class setting. Ensure inclusive, adapted, and supportive education that promotes excellent progress in line with EHCP/SEND Support Plan outcomes, related to the core subjects.

The curriculum will depend on the learning needs of the individuals and will need careful planning to make sure it is accessible but also challenging. This will support pupils to make the best possible progress by building positive relationships that instill trust and confidence in their learning.

**Duties and responsibilities**

**Teaching, curriculum and assessment**

Under the direction of the SENDCo or Senior Leadership Team:

* Plan, deliver, and assess effective, creative, and adapted lessons for pupils with cognition and learning needs.
* Create and adapt resources to support pupils working significantly below age-related expectations.
* Use a range of strategies to engage learners and promote independence and resilience.
* Set clear, personalized targets and track progress using appropriate assessment tools to inform future planning.
* Implement strategies from EHCPs and professional reports, working closely with the SENCO and external agencies.
* Work with teachers to create/review SEND Support Plans on a termly basis following the school’s policies and APDR process.
* Attend consultation evenings and keep parents/carers informed about their child’s progress.
* Follow and adhere to all school polices.

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#### Pupil Support

* Foster a nurturing, supportive classroom environment that promotes self-esteem and emotional wellbeing.
* Work with Learning Support Assistants to ensure a consistent and high-quality approach to meeting pupils’ needs.
* Develop strong relationships with pupils and respond to individual needs in a flexible, child-centred way.
* Promote positive behaviour and support social and emotional development.

#### Teamwork and Collaboration

* Work collaboratively with other professionals, including SENCOs, therapists, and educational psychologists.
* Establish positive relationships and encourage good working practices.
* Support and guide Learning Support Assistants to ensure effective delivery of support.
* You may be required to attend and contribute to EHCP reviews.

#### Professional Development

* Engage in regular CPD to stay current with best practices in SEN, particularly relating to cognition and learning.
* Reflect on personal teaching practice and participate in school-based performance management.

#### Safeguarding

* Maintain up-to-date knowledge of safeguarding and child protection policies and procedures.
* Promote the safety and wellbeing of all pupils at all times.

**Person specification**

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| CRITERIA | QUALITIES |
| **Qualifications  and training** | * Qualified teacher status * Evidence of ongoing professional development, especially in SEN/cognition and learning |
| **Experience** | * Teaching experience - 3 years * Experience of working with pupils with cognition and learning difficulties * Experience of using a range of assessment tools to track pupil progress * Experience of planning for and implementing EHCP outcomes |
| **Skills and knowledge** | * Good understanding of the primary curriculum and how to adapt it for pupils with learning difficulties * Knowledge of strategies and resources to support children with cognition and learning difficulties * Understanding of child development, inclusive education, and the graduated approach * Awareness of the SEND Code of Practice and safeguarding responsibilities |
| **Skills and Abilities** | * Ability to adapt teaching and learning effectively * Strong communication and interpersonal skills with pupils, staff, and parents * Ability to build effective working relationships * Strong classroom and behaviour management skills tailored to individual needs * Ability to maintain accurate records and write reports clearly and professionally |
| **Personal qualities** | * Commitment to inclusive education and the belief that all children can achieve * Patience, empathy, and a nurturing approach to teaching * Enthusiasm, flexibility, and a solution-focused mindset * Commitment to safeguarding and equality, promoting the welfare of children |

**Notes:**

This job description may be amended at any time in consultation with the postholder.