Springwell School

Job Description

Name:

Post: Class teacher

Reporting to: Assistant Head, Heads of School

Salary Scale: Main Scale plus SEN A/B

Date: February 2023

Purpose of the Job

- Lead a team of special school assistants to provide a quality education for pupils with severe and complex learning difficulties
- Take a teaching responsibility for a class of pupils
- Take an active role in reviewing and developing a specific curricular area
- Take responsibility for promoting and safeguarding the welfare of children within the school
- Support the school's aims, values and policies

Key Accountabilities

Teaching and Learning:

- responsible for the teaching and learning of groups of children with learning difficulties and demonstrate a positive, enthusiastic and imaginative approach to their education in order to meet their specific needs and the requirements of the National Curriculum and School Curriculum
- plan, prepare, implement and review individual, group and class teaching programmes and maintain effective records
- produce reviews/reports on pupils as and when required
- effectively manage, supervise and control pupils in accordance with LA and school policies
- effectively manage and deploy support staff as well as students and volunteers
- enable Special School Assistants Grade Seven to share responsibility for an agreed area of the curriculum
- ensure support staff are consulted and briefed on matters relating to the pupils' special educational needs
- work collaboratively and constructively with all staff, visiting specialists and other agencies
- communicate and consult with parents
- attend staff meetings as and when required
- participate fully in in-service training and professional development opportunities
- respect the confidentiality of information relating to pupils
- be prepared to teach in any area of the school
- be responsible for an agreed and designated area of the curriculum

Subject leadership:

- review and update the agreed scheme of work as required, through additional MAST
- develop and be responsible for the agreed subject action plan within the School Strategic Plan
- oversee and review samples of the planning in the agreed subject area
- monitor pupil progress in the agreed subject area
- advise other staff on current issues relating to the agreed subject
- attend relevant training both for personal development and the needs of the school
- assist in the delivery of professional development training in relation to the agreed subject
- responsible for the subject budget including making recommendations regarding training and ensuring adequate and relevant resources
- maintain a curriculum file and report to the Head teacher Deputy Head teacher and Governors as required

Responsibilities

- Line manage the class based special school assistants
- To support the functions of the Springwell Inclusion Partnership and Southampton Outreach Advisory Service as appropriate and upon request

Supporting the school

- Support the aims, values, mission and ethos of the school and participate in a team approach to all aspects of school life
- Attend and contribute to staff meetings and INSET days as required and identify areas of personal practice and experience to develop
- Take responsibility for safeguarding following the agreed polices at all times, be aware of confidential issues linked to home/child/school and keep confidences appropriately
- Be aware of health and safety issues and act in accordance with Health and Safety policies
- Ensure implementation and promotion in employment and service delivery of equal opportunities policies and statutory responsibilities

Other duties

The post holder may be expected to carry out duties other than those given in the job description where the level of responsibility is similar and he/she has appropriate qualifications or receives appropriate training to carry out these duties.

This job profile recognises the requirements of the current Pay and Conditions document and reflects the instrument of government, vision, aims, school strategic plans and policies of the school. The post holder will meet the expectations for the professional practice and conduct of teachers as defined by the Teachers Standards 2012.

Signed: **Date:**