



## Friars Primary School and Nursery

**Job Description:** Special Educational Needs Teacher (Qualified teacher)

**Responsible to:** Principal, Vice Principal, Assistant Principal/SENDCo

**Hours:** Full time

**Salary/Grade:** Main Scale/UPR, depending on experience

### Job purpose:

- The role of SEND Teacher, is to teach and support children with Special Educational Needs and Disabilities, and in particular those with more complex SEN needs.
- The role will report to the Principal, Vice Principal, Assistant Principal/SENDCo.
- The role requires the holder to be passionate and have experience with inclusion and hands-on practice of supporting children with challenging needs and behaviours.

### Key responsibilities:

- To deliver high quality teaching of children with SEND
- Delivering a multi-sensory curriculum in small groups or 1:1
- Deliver impactful interventions for children with complex SEND

### Particular Duties:

- To plan for and teach SEND children, mostly in groups but also 1:1 and in the mainstream classroom.
- To be responsible, as appropriate for the management and organisation in: SEND planning, teaching, professional development, resources and fulfilling the statutory requirements as identified in the Code of Practice.
- Uphold the professional code for a Registered Teacher in England.
- Undertake intervention work with SEND children as directed by the SENDCo.
- Undertake class or other cover to support absence as and when required across the whole school.

### 1 Professional Values and Practices

- Maintain high expectations of all pupils; respecting their social, cultural, linguistic, religious and ethnic backgrounds; and commitment to raising their educational achievement.
- Demonstrate and promote the positive values, attitudes and behaviour agreed and expected.
- Communicate sensitively and effectively with parents, carers and pupils.
- Understand the contribution that support staff and other professionals make to teaching and learning.
- Participate in professional discussion with an awareness of current educational issues.
- Be aware of and work within the statutory frameworks relating to teacher's responsibilities.

### 2 Knowledge and Understanding

- Have a secure knowledge and understanding of the Primary curriculum and SEND provision in school settings.
- Have a sound knowledge of how to use IT effectively throughout their professional role.
- Understand the responsibilities under the SEND Code of Practice, and seek advice from specialists, where required appropriately.

### **3 Planning, Expectations and Targets**

- Provide a stimulating environment that promotes inquiry, activity and encourages personalised learning.
- Provide a calm atmosphere in which all members of the school community feel secure.
- Use a range of strategies to promote good behaviour and establish a purposeful learning environment.
- Ensure challenging teaching and learning objectives are set, which are relevant to all pupils.
- Select and prepare resources, taking account of pupils' interests and backgrounds, as appropriate.

### **4 Monitoring and Assessment**

- Make appropriate use of a range of monitoring and assessment strategies where appropriate and conduct suitable assessments to support SEND level of support or EHCP information/evidence.
- Involving pupils in reflecting on, evaluating and improving their own performance by giving immediate and constructive feedback.
- Assess pupils' progress accurately using, as relevant, the school assessment system.
- Identify and support SEND pupils, those who are working below age-related expectations, those who are failing to achieve their potential in learning, and those who experience behavioural, emotional and social difficulties.
- Provide pupils' attainment and progress information orally and in writing for parents, carers, other professionals and pupils.
- To collaborate and support colleagues, ensuring there is a clear understanding of expectations and the strategies used to support children with SEND including complex needs.
- Providing feedback to colleagues and modelling teaching where necessary to develop best practice and to address areas of development.

### **5. Teaching and Class Management**

- Set high expectations for pupils' behaviour and establish a clear framework for classroom discipline to anticipate and manage pupils' behaviour constructively, and promote self-control and independence.
- Where appropriate, share strategies and provide additional opportunities out of class to consolidate and extend work carried out in the class, encouraging pupils to learn independently.
- Plan and teach groups of children with SEND needs to support their knowledge and understanding.
- Be a consistently good to outstanding teacher.
- Provide class cover when required.

### **6. Curriculum Responsibilities**

- Work in collaboration with the SENDCo to create a curriculum adapted for the needs of complex SEND
- Advise other staff on resources to support SEND children.
- Arrange for the ordering and management of resources within the delegated budget.

### **7. SEND Planning, Implementation and Co-ordination**

- To define relevant skills, techniques and concepts to be taught.
- In conjunction with the SENDCo and Assistant SENDCo, develop assessment processes which are compatible with the aims and objectives of the school.
- Liaise with key agencies and professionals including parents/carers, around all areas of SEND
- To ensure parity of EHCP, ISP and EAL plans across the school, at a quality assurance level.
- To conduct key SEND assessment to support the SENDCo and Assistant SENDCo.

## **8. General duties**

- To take part in the school's appraisal procedures.
- To undertake training and development appertaining to their role as SEND teacher
- Develop effective professional relationships with colleagues
- Promote the health, safety and wellbeing of the school community
- Duty to report any safeguarding concerns to the school's DSL as per the school's Child Protection and Safeguarding Policy/
- Uphold public trust in the profession, and maintain high standards ethics and behaviour as per the Portico Staff Code of Conduct.
- Make a positive contribution to the wider life and ethos of the school

This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out above. The duties may be varied to meet changed circumstances in a manner compatible with the post held. The above duties may be varied to meet the changing demands of the school at the reasonable discretion of the Principal.

The post holder is expected to show a responsible attitude toward Health and Safety and have due regard for their personal safety and that of others. The post holder will support, uphold and contribute to the development of the school's equal rights policies and practices in respect of both employment issues and the delivery of services to the community.

The school is fully committed to providing opportunities for your continuous professional development in the form of training, mentoring, shadowing, role enrichment, coaching, peer development, etc.

An employee of Portico Academy Trust has a duty to safeguard and promote the welfare of children.

**Last review date: May 2025**

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