



Teacher in Charge of Resource Provision.

Job Description: Teacher in Charge of Resource Provision

Line Manager:	Inclusion Manager
Main Purpose of Role:	To provide leadership and management of the Resource Provision within the school, ensuring not only the successful development of pupils within the Provision but also the integration of these pupils into the whole school.

Main Responsibilities:

1. To create and role model an inclusive culture within the school and RP
2. To set high expectations which inspire, motivate and challenge pupils to achieve their best.
3. To promote good progress and outcomes by pupils by the creation and management of a curriculum offer within the RP.
4. To contribute towards the whole school assessment procedures for pupils within the RP.
5. Help to improve practice and overcome the barriers to learning of children and young people with SEND by modelling good practice and developing training, particularly at points of transition.
6. To liaise with teachers in the mainstream regarding the curriculum and pastoral support for pupils on the role of the RP
7. To plan, coordinate and monitor the effectiveness of a range of interventions for pupils within the RP including SALT and OT.
8. To plan and teach well structure lesson to pupils within the RP.
9. To lead on the annual review process for all pupils within the RP and others in mainstream with a diagnosis of ASD.
10. To build positive and supportive relationships with children and their parents/carers
11. To ensure that all work is integrated with other in-school support services and the pastoral team.
12. To liaise with families of pupils who attend the RP; including attending consultation evenings
13. To work closely with a range of outside agencies to develop a holistic educational offer to pupils within the RP.
14. To manage support staff attached to the RP including their Performance Management.
15. To Liaise with RBWM SEND department regarding admissions of pupils into the RP including attending the RP admissions Panel.
16. To be proactive in own CPD and ensure FPPF staff are suitably trained to support children with ASD; including the staff within the RP.
17. Identify resources needed to meet the needs of students with SEN and advise the Inclusion Manager of priorities for expenditure.
18. Take part in the annual review of the RP and help construct a development plan for continuous development of the RP.

Whole School Responsibilities.

Adhere to FPPF Safeguarding procedures and policy
 Adhere to the statutory policies, as on the school websites
 Complete the FPPF annual training requirements for all staff
 Have an awareness and understanding of equality and diversity
 Report to Inclusion Manger in line with above responsibilities
 Conduct in a manner appropriate for FPPF and support the FPPF ethos, vision and values as in the staff handbook
 Be part of the federation team

This job description sets out the duties of the post at the time it was drawn up. Such duties may vary from time to time without changing the general character of the duties of the level of responsibility entailed. Such variations are a common occurrence and cannot themselves justify a reconsideration of the grading of the post.

I have read the Job Description and understand the outline of my responsibilities as set out above. I accept that these may change from time to time in accordance with business requirements and will be reviewed annually as part of my performance appraisal. I also understand that I may be requested to carry out other reasonable activities from time to time which are in line with the requirements of the federation.

Name:	Signature:
Date:	

Furze Platt Primary Federation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.