Hatton
Special School

Class teacher

Application pack

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Welcome from the Headteacher

Thank you for your interest in the post of Teacher at Hatton Special School.

I joined the school in September 2023 and feel privileged to be working with such an amazing group of pupils and a friendly, committed and talented staff team.

We have 217 pupils on roll, the majority of whom have a diagnosis of autism. They are grouped into 20 classes at our Lower School site, 8 classes at our Upper School site, and 2 satellite classes that are co-located within a mainstream school. These satellite classes provide pupils with valuable opportunities for inclusion and engagement alongside their mainstream peers. Our school is supported by approximately 175 staff, creating a large yet close-knit and welcoming community. You will receive a warm welcome and quickly feel part of the Hatton family.

Hatton School has a strong track record and we are proud of our achievements; that does not mean we are standing still. We are ambitious for our pupils and are committed to continued improvement and development. We have recently review the way in which we agree, write and report on pupils personal targets, related to their EHCP. This ensures priorities are effectively aligned to their individual needs. This year we have a focus on early reading and phonics and will be reshaping our curriculum and assessment.

Our vision is "to light the fire of curiosity and enquiry in the mind of every pupil". By empowering our staff to be ambitious and creative and take risks in learning so that pupils are eager to join in and have fun while they do learn. We promise to invest in the induction and training of all new staff so that they can be successful. We have a robust and effective curriculum, our team of curriculum leaders support teachers, we make sure there is time for joint planning to share ideas and reduce workload. We have high standards and are ambitious but we also realise our staff work best when they feel supported, their hard work is appreciated and workload is reasonable.

We welcome applications from teachers with experience of special education and those who have been successful in mainstream schools and are looking for a new and refreshing challenge. Most of us started in mainstream school but have not looked back since we moved to special schools. Whatever you career background we will support you to develop your skills and interests and empower you to share these with others.

Our website will provide more information about our school. You are also welcome to visit the school if you are able. Alternatively, if you are unable to visit but would like an informal conversation about our school that can also be arranged. Please telephone the school and ask for Meraph Kiflay, our assistant business manager, who will be happy to arrange this.

We are proud to put our pupils at the centre of all we do. Joining our team would mean you could join us in making a real difference in the lives of these very special young people.

I do hope you decide to apply, we look forward to learning more about you and what you could bring to our school as a member of the Hatton staff team.

Yours sincerely,



Chris Smaling

About Hatton Special School

Who we are: we are a community dedicated to making a difference in the lives of our pupils. Working with families and other professionals we do all we can to prepare our pupils for a successful future.

Our purpose is clear: to light the fire of curiosity and enquiry in the mind of every pupil.

About you: everyone at Hatton is a team player. Whatever role someone has in the school their work contributes to our pupil's success.

Our values: you will need to share our values: community, respect, safety, happiness, growth.

What's in it for you: you will soon appreciate that your hard work and passion is making a real difference. It will not always be easy, but we think you'll always feel it's worth it.

About your role

Job Title	Class Teacher
Grade	MS/UPS + 1 or 2 SEN (depending on experience and criteria)
Hours Of Work	F.T.E: 1.0
Start date	As soon as possible
Reporting to	Deputy headteacher

As a SEND teacher at a special needs school, you will support students with diverse learning needs, creating an inclusive and accessible learning environment. You will work with colleagues to deliver a curriculum tailored to each student, providing one-on-one and small group support, and adapting materials to suit individual learning styles. You will implement personalised learning strategies and modify resources to ensure full participation. You will support pupils in overcoming challenges related to communication, social interaction, and emotional well-being. By collaborating with your team, you will monitor progress and adjust teaching approaches to ensure every student receives the support they need to thrive.

Job description

Main 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 National Curriculum, the wider curriculum, the school's ethos, aims and objectives, and any required policies of the Governing Body.

Duties and responsibilities

- To plan and teach engaging and relevant lessons to a group of pupils with a range of complex learning needs.
- To ensure that all pupils are offered a broad, balanced and appropriate curriculum.
- To maintain a welcoming, functional classroom environment.
- To work in partnership with learning support assistants, directing and supporting their duties. To help them develop the necessary skills to support learning, communication and behaviour.
- To plan and complete individual education plans, keeping day to day records, and reviewing pupil progress in relation to stated educational targets in line with the school's policies and procedures.
- To assess and record pupil progress, prepare reports for annual review, termly summaries and assessment purposes.
- To keep individual class files and information up to date, work with the multidisciplinary team to develop programmes and interventions.
- To be the primary contact for pupil pastoral care
- To promote the school's commitment to equity, diversity and inclusion for all members of the community.
- To encourage and develop suitably professional relationships with pupils' families, providing information and support as appropriate.
- To work in partnership with colleagues, team members, other professionals and agencies.
- To participate in staff meetings and school-based inset.
- To participate in your own performance management arrangements.
- To contribute to the production and implementation of the School Development Plan.
- To maintain good order and adhere to all Health & Safety rules and procedures.
- To undertake other reasonable duties as may be directed by the Headteacher.

In order to meet these requirements, you can expect:

- To be supported by senior and experienced staff to plan and work across subject areas, learning profiles and for pupils specific needs
- Line managed by members of the senior management team through observation, advice and performance management procedures
- Allocated a peer mentor to support you during your first term
- Provided with a comprehensive induction programme and relevant CPD opportunities
- Provided with opportunities to network with colleagues in a welcoming and supportive school
- Access to a multi-disciplinary team of health and therapy staff for advice and guidance.

Person specification

Essential knowledge and skills	Desirable knowledge and skills
Education and experience	
Qualified Teacher Status	Additional or advanced qualification in teaching pupils with special educational needs.
Experience of working in a mainstream and/or Special School environment.	Experience of working with pupils with ASC, language and communication needs
Proven high standards of classroom management, teaching and organisation skills.	Evidence of implementation of health and safety risk assessment procedures
Evidence of relevant professional development	
Classroom practice	
High standards and realistic expectations of self, teaching assistants and pupils.	A commitment to the development of individual educational programmes using multi-disciplinary and support staff expertise.
Ability to work positively and supportively with children who exhibit complex and difficult behaviours.	Training in behaviour support or de-escalation strategies or emotional regulation.
A broad and varied range of classroom and behaviour management techniques	An understanding of educational pedagogy and the impact of different types of special educational needs on learning.
Create an organised and purposeful classroom environment where young people are encouraged to be as independent as possible.	Experience of using additional strategies and techniques to support communication and understanding of expectations and routines for pupils with ASC.
Ability to plan lessons that are with a high level of differentiation and use assessment to record progress and inform next steps	An enthusiasm for the development of new curriculum or teaching techniques.
A creative and exciting learning environment where pupils' work is celebrated through quality displays	Plan and lead whole school celebrations and events alongside other staff.
Ability to plan workload, organise effectively and meet deadlines	
A commitment to teamwork and collaborative working	Experience of leading a group project or development initiative
Willingness to support pupils' health and hygiene needs, including personal care	To advise and support families to deal with challenges pupils present at home.

Personal qualities	
Excellent interpersonal skills, being diplomatic and sensitive in dealing with families, colleagues and other professionals.	Ability to motivate colleagues by example.
Ability to give and receive feedback in a sensitive and timely manner.	
Ability to be well organised, self-motivated and a reliable, effective member of the team. Able to ask for help and support when needed	Ability and willingness to support other members of school staff
An enthusiasm for involvement with pupils, staff, families, governors and the community	
Commitment to ongoing professional development	Commitment to support the development of others
Other criteria	
Excellent punctuality and reliability An understanding of and commitment to Equality and Diversity An understanding of and commitment to Health and Safety A commitment to the safeguarding and welfare of all children and the ability to work within the school's policy and procedures. Enhanced DBS check will be required for successful candidate.	

Closing Date – 25th November 2026 12:00PM

Interview Date – 3rd December 2026



'Lighting the fire of curiosity and enquiry in the mind of every pupil.'

Hatton Special School
Roding lane South
Woodford Green
Essex IG8 8EU

☎ 020 8551 4131

Hattonspecialschool.co.uk