

## **Job Description**

Job title: **Part Time Teacher of SEN (Secondary) (maternity cover) (4 days a week or full time for an Early Career Teacher)**

Salary: **Teacher Mainscale Outer London**

Responsible to: **Assistant Headteacher for Inclusion and SEND**

### **Main Purpose**

- To support the Assistant Headteacher for Inclusion and SEND with all aspects of the management of the SEND Faculty and the delivery of its provision
- To teach students with SEND in both the specialist provision and in mainstream SEND classes

### **Duties and Responsibilities:**

#### **Teaching and Learning**

- To contribute to the development of the curriculum for students with SEND
- To deliver outstanding lessons
- To monitor and track progress
- To support subject teachers with differentiation and strategies for students with SEND
- To organise effective interventions

#### **Management**

- To deploy and timetable Student Development Assistants for mainstream and SEND lessons
- To complete appraisal meetings and paperwork for Student Development Assistants

#### **SEND**

- To complete the National Award for SENCOs within two years
- To complete annual reviews and termly reviews
- To liaise with outside agencies concerned with students who are on the SEND register
- To support the Assistant Headteacher of Inclusion and SEND with analysing data
- To respond to queries from parents/carers