

Teacher of SEND

Version 1.0

Job Description & Person Specification**Trust Department: Education**

Pay Scale: Main/Upper Pay Scale

Responsible to: Headteacher

Responsible for: To ensure high quality education for all pupils in a designated class

Overview

To carry out the professional duties of a teacher in line with the teaching standards in accordance with the school's procedures and policies under the direction of the Headteacher.

1. Culture

- 1.1 To establish productive working relationships with pupils, acting as a role model and setting high expectations.
- 1.2 To follow the school's agreed policies and systems.
- 1.3 To actively participate in all aspects of school life to enhance the educational opportunities for your pupils.
- 1.4 Contribute to the overall ethos, work and aims of the schools'.
- 1.5 Comply with the school's Code of Conduct to prevent, identify and minimise the risk of abuse or violence, taking action to safeguard pupils, students and other vulnerable people where necessary.

2. Curriculum

- 2.1 To plan, deliver and assess lessons that are personalised to meet all the needs of each pupil and to develop their skills in all areas including communication, emotional, physical, sensory, independence, literacy and numeracy.
- 2.2 Adapt existing school curriculum to meet the needs of the children within the class.

3. Inclusion

- 3.1 Responsibility for a class of pupils with SEND, learning difficulties/ASC/SEMH.
- 3.2 To set personalised learning goals for each pupil based on their long term EHCP outcomes or SEN Support Plans.
- 3.3 Actively contribute to promoting a culture of inclusivity at the school.

- 3.4 To guide and motivate pupils to enable each individual to obtain maximum advantage from participation in school life, unlocking the potential of each child and ensuring the best possible outcomes for all, whatever their starting point.
- 3.5 Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.
- 3.6 To contribute to EHCP review meetings.
- 3.7 To work closely with parents, outside agencies and the wider community to ensure pupils' physical, academic, social and pastoral needs are met.

4. Leadership

- 4.1 Provide feedback to pupils and parents in relation to progress and achievement.
- 4.2 Support the SENCO with the design and implementation of SEND practices across the school.
- 4.3 Support the Headteacher and school Leadership Team to design and implement the school's improvement and development plan.

5. Professional Studies

- 5.1 Participate in arrangements for the appraisal and review of their own performance, and, where appropriate, that of other teachers and support staff.
- 5.2 To take responsibility for own professional development through attendance at INSET and other CPD, maintaining up to date knowledge on educational issues and acquiring new skills to ensure that teaching is as effective and stimulating as possible.
- 5.3 To recognise own strengths and areas of specialist expertise and use these to lead, advise and support others.

6. Safeguarding

- 6.1 To be alert to issues of safeguarding and child protection, ensuring that the welfare and safety of children attending the School is paramount. Report any child protection concerns to the Designated Lead for Child Protection using safeguarding policies procedures and practice.
- 6.2 To follow procedures and processes to safeguard all within the schools'.
- 6.3 To attend and apply regular and updated safeguarding training.

7. Teaching & Learning

- 7.1 To encourage pupils to interact and work cooperatively with others and actively engage in a range of activities.
- 7.2 To implement a range of alternative therapies into daily teaching programmes.

- 7.3 To monitor teaching and learning within your class.
- 7.4 To record, track and assess pupil progress and plan interventions where necessary.
- 7.5 To be an outstanding practitioner and develop others by modelling and coaching best practice.
- 7.6 To create a happy, well-organised and stimulating learning environment designed to match pupil needs and learning styles.
- 7.7 To lead behaviour management and pastoral care within your class.

8. Teams

- 8.1 To effectively deploy and manage support staff within your class.
- 8.2 To lead and motivate staff by setting excellent examples for professional behaviour and integrity in line with the school's values and ethos.
- 8.3 To take responsibility for health and safety issues within your own classroom and to report areas of concern in line with school policy.
- 8.4 Collaborate and work with colleagues and other relevant professionals within and beyond the school.

9. Miscellaneous

- 9.1 This job description is not an exhaustive list of responsibilities and does not cover all individual tasks associated with the role, or tasks which could be reasonably expected by the Trust to be undertaken in relation to the post holder's responsibilities.
- 9.2 It is a requirement of the post holder to make positive efforts to maintain his/her personal safety and that of others by taking reasonable care, carrying out requirements of the law and following recognised codes of practice. The post holder is also required to be aware of and comply with policies on health and safety.
- 9.3 This job description can be altered, with the agreement of the post holder and will be reviewed on an annual basis.

Person specification and assessment approach

Requirements	Essential	Desirable	Assessed
Qualifications			
Educated to degree level	X		Application
Qualified teacher status either in the UK or if not in own country combined with a desire to achieve English QTS	X		Application
Special Education Needs training or linked qualifications		X	Application
Experience			
Will have had some experience of teaching in an environment with children who have high level additional needs or SEND		X	Application/ Interview
Leading a team		X	Interview
Teaching of children in at least one of KS1 & KS2	X		Interview
Health & Safety and welfare	X		Interview
Working in a SEND environment or provision		X	Interview
Knowledge & Skills			
Have a sound knowledge of the National Curriculum Orders for all the subjects for Key Stage 1 and 2	X		Interview
Ability to adapt existing curriculum to specific needs of children in SEND class	X		Interview
An understanding of the SEND Code of Practice		X	Interview
Knowledge of effective strategies to include, and meet the needs of, all pupils in particular underachieving groups of pupils, pupils with FSM, PP & SEN	X		Interview
Familiarity with writing and delivering effective Education Plans for pupils with SEN	X		Interview
Must be able to plan lessons for all the pupils in a class, setting clear learning intentions and pupil specific tasks	X		Interview
A teacher with sound ICT knowledge and skills relating to the class teaching, able to demonstrate the effective use of ICT to enhance the learning and teaching	X		Interview
Knowledge of statutory requirements and legislation relating to Health & Safety law and welfare requirements	X		Assessment
Ability to manage challenging conversations between different stakeholders	X		Assessment

Ability to build, develop and maintain positive working relationships with colleagues and external professions	X		Interview/ Assessment
Ability to work flexibly to meet deadlines and respond to unplanned situations	X		Assessment
Ability to prioritise and manage own workload and support junior colleagues prioritise and manage theirs	X		Interview/ Assessment
Good verbal, written and problem solving skills	X		Assessment
Good interpersonal skills	X		Assessment
Good general ITs skills particularly spreadsheets such as Microsoft Excel and Google Sheets	X		Assessment
Personal Attributes and Others			
A teacher with a flexible approach to work who enjoys being a good team member	X		Interview
Must have good communication skills both orally and in writing	X		Interview
Must be able to manage own workload effectively	X		Interview
Good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships	X		Interview
Committed to own and supporting others' continuing professional development	X		Interview
Be able to maintain confidentiality, acting in a professional manner at all times.	X		Interview
Conscientious approach to work and people	X		Interview
Strong commitment to inclusive practice	X		Interview
To maintain a personal commitment to professional development linked to the competencies necessary to deliver the requirements of this post	X		Interview

Agreement and review

Signature:

Print Name:

Date: