**ALL HALLOWS RC HIGH SCHOOL**

**Post Title:** Teacher of Special Needs

**Responsible to:** The Headteacher / SENCo/ Assistant SENCo

**Function:** To teach vulnerable and EHCP children in a Specialist Aquinas provision within a high school

**Salary:** MPS + SEN allowance

**Purpose of Post**

To work in a team delivering a range of lessons including Maths, English lessons and intervention sessions within the Aquinas centre. Be involved in developing a personalised curriculum to ensure all pupils within the Aquinas Centre make progress socially and emotionally as well as academically.

**Main Purpose**

To be the main teacher within the Aquinas Centre, delivering a differentiated curriculum, in collaboration with other specialists, to a group of pupils with EHCP predominantly MLD / SLCN. Also, to liaise with the Assistant SENCo, Heads of Department, Pupil Progress Leaders, Learning Support team and external professionals to help support the needs of students. Establishing and maintaining appropriate links with parents and carers in supporting the needs of the students. Directing and monitoring the work of a team of teaching assistants who work with students in the Aquinas Centre.

* This is a teaching post; as such the post holder will perform those duties set out in section 12 of the School Teacher’s Pay and Conditions Document 2004 and any subsequent amendments or revisions of the document.
* The post holder will, as required, carry out the duties of form / academic year.

**Main Responsibilities**

* To deliver high quality teaching and learning to SEN students mainly within the Aquinas Centre but also in CAU or mainstream as required / appropriate.
* Work with a range of agencies to ensure all students have access to a broad, balanced and relevant curriculum, which prepares them for the opportunities, responsibilities and experiences of adult life.
* Work as a team to deliver programmes to the Aquinas pupils as designated by the Assistant SENCo, SENCo
* Responsibility for the education and welfare of all EHCP students accessing the Aquinas Centre on a full time or part time basis within the school.
* To be responsible for ensuring that students have Pupil Passports relevant to their needs and be responsible for monitoring the application and efficacy of the PPs, ensuring they are shared with mainstream classroom teachers.
* Monitor the progress made by setting objectives and targets for students with an EHCP, assist in the evaluation of the effectiveness of teaching and learning, and use the analysis to guide further improvement.
* Collect and interpret specialist assessment data gathered on the Aquinas students; and use it to monitor progress towards targets and inform practice.
* Identify and develop study skills to support Aquinas students in their ability to work independently and to learn more effectively.
* Perform other relevant duties as may be reasonably assigned by the Asssitant SENCo, SENCo or Headteacher.

**Teaching and Learning**

* Deliver high quality personalised learning programmes to students accessing the Aquinas Centre which develop student knowledge in the core curriculum subjects and in areas of social and emotional development.
* Also, to teach children in small groups or 1:1 as part of literacy and numeracy interventions and create innovative lesson plans and schemes of work for these withdrawal interventions.
* To deliver specific interventions such as social skills groups and personal development work.
* With the Assistant SENCo/SENCo, identify and disseminate the most effective teaching approaches for students with MLD/SLCN.
* Attend parents’ evenings and ensure parents are informed about their child’s progress, and supported to develop their understanding and knowledge of MLD/SLCN in order to meet their child’s needs.
* Be involved in the teaching of a non-core level 1 qualification to the Aquinas Centre pupils
* Promote high standards of behaviour within class and assist in maintaining high standards of behaviour throughout the school in accordance with the school policy.

**General Duties**

* To plan and prepare lessons, teach pupils as assigned, including the setting and marking of work.
* To assess, record and report on the progress and attainment of pupils.
* To provide or contribute oral or written assessments, reports and references as required for individual pupils.
* To review his/her methods of teaching and to participate in arrangements for further training.
* To prepare pupils for public examinations and to participate in all necessary routines associated with them, whether authorised by the school or the examination boards.
* To fully engage in systems that are put in place in order to track pupils progress and address underachievement.
* To deliver work compatible with P levels, Key Stage 2 - 3 of the National Curriculum in all of its aspects, subject to the policy of the school.
* To take an active role in the promotion and implementation of cross-curricular enterprise activities.

**Appraisal and CPD**

* Participate fully in the statutory requirements for Performance Management / Appraisal including targets to improve student progress, classroom observations and review meetings within the agreed school policy and national guidelines.
* Commit to further professional development through attending meetings, courses and undertaking relevant reading.
* Support the Assistant SENCo/SENCo to provide or co-ordinate the professional development of staff to increase their effectiveness in responding to students with MLD/SLCN, and provide support for all teachers as necessary.
* Attend staff meetings and staff training days / sessions as directed.
* Assist in the planning of training and support to all staff within the school on the specific needs of students with an MLD/SLCN and general MLD/SLCN awareness.

**Partnership Working**

* Support the Assistant SENCO/SENCo in providing regular information to the Headteacher and the Governing Body.
* Promote effective partnerships between the school, parents and external agencies by sharing information about student progress, targets and achievement.
* Manage effective partnerships with external agencies including SALT and EP.
* Develop good liaison between schools to ensure that there is continuity in terms of support and progression in learning, when students with an EHCP transfer between schools. This includes developing a clear transition plan.
* Facilitate smooth transition at all stages (KS2 – post 16) for all students accessing the Aquinas Centre.
* Develop effective liaison with external agencies in order to provide maximum support for students accessing the Aquinas Centre.

**Managing Resources**

* Support the Assistant SENCo/SENCo in maintaining and developing resources, coordinating their deployment and monitoring their effectiveness in meeting the objectives of school and SEN policies.

**Ethos**

* Promote and uphold the Catholic ethos and values of the school and to participate in activities (such as form group prayers and assemblies) that contribute to this Catholic ethos.
* Contribute effectively to the ethos of the school which promotes students’ spiritual, moral, social, cultural, mental and physical development.

**Whole School Responsibilities**

1. To promote positive student behaviour within the department and around the school in general. To respond to and address negative student behaviour and take appropriate steps to deal with it.
2. To ensure the school’s health and safety policy is properly applied in the department and in other areas of the school where the post holder works.
3. To promote and act in accordance with the school’s equal opportunities policy.
4. To take part in staff supervisory duties as per the published rota.
5. To contribute towards the preparation and staffing of open evenings as required.