

## Teacher – Special School

<b>Job Title</b>	Teacher
<b>School</b>	Harbour School Dorset
<b>Grade</b>	MPS with SEN allowance (£2,270)
<b>Reporting to</b>	Member of the Leadership Team
<b>Contract</b>	Full/Permanent

### Main Purpose of the job

You will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

### **Duties and Responsibilities**

#### **Teaching**

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned students, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of students paying attention to their EHCP
- Manage appropriate interventions and tracking
- Set high expectations which inspire, motivate and challenge students
- Promote good progress and outcomes by students
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing students for external tests
- Mentor/Tutor a small group of students and liaise with parents/guardians

#### **Whole-school organisation, strategy and development**

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and student development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach

### **Health, safety and discipline**

- Promote the safety and wellbeing of students
- Maintain good order and discipline among students, managing behaviour effectively to ensure a good and safe learning environment
- Be responsible for your health, safety and welfare in accordance with the School's policy and the Health and Safety at Work Act, 1974.
- Perform your duties in accordance with School's Equal Opportunities Policy and Safeguarding Procedures.
- Perform all duties efficiently and with the utmost care and confidentiality.

### **Professional development**

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others

### **Communication**

- Communicate effectively with students, parents/carers and professionals
- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional and constructive relationships with colleagues

### **Personal and professional conduct**

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities
- Be required to safeguard and promote the welfare of students and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that you will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

The duties of the post will be reviewed annually and after due consultation with the post holder and if she/he wishes, with his/her trade union representative, changes in duties may be made in the light of the requirements of the service.

## Person Specification – Teacher

Criteria	Qualities
<b>Qualifications and experience</b>	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Degree</li> <li>• Successful teaching experience</li> <li>• Desired qualifications in ASC (formerly ASD)</li> </ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of the National Curriculum</li> <li>• Knowledge of effective teaching and learning strategies</li> <li>• A good understanding of how children learn</li> <li>• Ability to adapt teaching to meet students' needs</li> <li>• Ability to build effective working relationships with students</li> <li>• Knowledge of guidance and requirements around safeguarding children</li> <li>• Knowledge of effective behaviour management strategies</li> <li>• Desired experience in teaching students with ASC (formerly ASD)</li> <li>• Good ICT skills, particularly using ICT to support learning</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• Share our vision</li> <li>• A commitment to getting the best outcomes for all students and promoting the ethos and values of the school</li> <li>• High expectations for children's attainment and progress</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding and equality</li> <li>• A belief that ALL students have the right to an education</li> <li>• Resilience – tomorrow is a new day with new opportunities.</li> </ul>
<b>Other factors</b>	<ul style="list-style-type: none"> <li>• Satisfactory pre-employment checks including DBS, references and full career history</li> </ul>

### Notes:

This job description may be amended at any time in consultation with the postholder.