

Job Description and Person Specification

Job Title	Class Teacher
Pay scale	Main scale
Location	JFK Special School. The school is spread across four sites, Beckton, Stratford, North Woolwich, Plaistow
Responsible to	Headteacher / Deputy Headteacher/ Curriculum Pathway Lead
Purpose	To carry out the professional duties of a teacher adhering closely to the professional teachers standards and as set out in the School Teachers Pay and Conditions Document. To undertake teaching responsibilities as directed.
Job context	JFK Special School is a specialist provision for Autistic pupils/students aged 4 – 19 years and those with severe and profound and multiple learning difficulties (PMLD), sensory impairments and medical needs. The school currently operates on four sites designated by need, eg. PMLD/SLD and ASC. We are looking for an enthusiastic, committed teacher who will add to the values of Learning in Harmony Trust and JFK's mission statement of <i>Enhancing Life through learning</i>.
Responsibilities	• To deliver high quality teaching • To make effective use of resources • Ensure high standards of care and personal development. • Promote positive behaviour and attitudes to learning.
Key teaching and learning responsibilities	• To plan, prepare and deliver lessons to a high standard of performance including classroom management. • To organise the classroom & learning resources to create a positive and safe learning environment • To support the development and implementation of school development plan • To lead and work with a class team, and as a member of other teams • To prepare personalised materials to support pupils • To work with colleagues to implement personalised programmes to facilitate progress.

	• To liaise with other professionals to ensure that programmes are implemented appropriately to individual needs and support the learner. • To organise and lead class team meetings. • To capture evidence at regular intervals within school systems to inform assessments and make judgements about achievements • To manage subject/curriculum resources within the classroom and within defined subject areas. • To undertake all appropriate assessment and record keeping • To undertake training appropriate to the post, and to liaise with Curriculum Pathway Leads to identify professionals development opportunities appropriate • To work in partnership with Parents/Carers • To prepare and present reports on pupil progress including end of year reports, annual reviews and pupil progress analysis.
Key safeguarding responsibilities	• All staff are expected to follow the school's Safeguarding procedures and to attend relevant training • To record contact, behaviour and incidents relating to pupils using school systems
Line management responsibilities	• To manage support staff and other adults effectively, involving them where appropriate with the planning and management of pupils' learning.
General responsibilities	All employees are expected to: • Undertake any training commensurate with the post. • Show a responsible attitude to health and safety issues and have due regard for their personal safety and that of others. • Support, uphold and contribute to the development of the school's equal rights policies and practices in respect of both employment issues and the delivery of services to the community. The Learning in Harmony Trust reserves the right to vary or amend the duties and responsibilities of the post holder at any time according to the needs of the Trust's business. This job description does not form part of the contract of employment.

Person Specification

Attributes	Evidence	Essential	Desirable	Evidence
Qualifications	DFE qualified teacher status Evidence of undertaking in-service training in previous two years in relevant areas (if not ECT)	E E		Application form
Professional Experience and Knowledge	Experience of managing support staff Successful experience of managing resources effectively Experience of working with pupils with a wide range of complex needs and challenging behaviours Experience of developing education strategies that are meaningful to the students' learning Responding to managing change in a school context Effective liaison with other agencies e.g. multi-professionals Experience of developing and implementing appropriate measures to maximise the levels of educational achievement of pupils Effective staff relationships to inspire and motivate others and to foster positive working relationships at all levels To communicate clearly and effectively to a range of audiences Knowledge and understanding of.... - Understanding of alternative curriculum for students with SEN - The principles of assessment and effective record keeping and their use to promote the educational,	E E E E E E E E E	D D D D D D D D	Interview/test and application form

	personal development and progression of pupils/students • The use of target setting in raising pupil /students achievement • The use of ICT in curriculum delivery and effective administration • The implementation of Equal Opportunities practice • The promotion of parental and community involvement with other education providers to raise levels of achievement • Alternative and augmentative communication to support pupil/student needs (if not ECT/ RQT)	E		
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Personal aptitude, qualities and skills	It is essential that the person appointed to the post has a passion for teaching and is able to adapt to the complex needs of our students. Emotional resilience and a good sense of humour with a dynamic “can do” attitude are key qualities for this post			