

## Job Description & Person Specification

<b>Job Title:</b>	Class Teacher
<b>Service / Provision:</b>	Churchward School
<b>Job Family:</b>	Teaching & Learning
<b>Line Manager:</b>	Headteacher
<b>Salary Band:</b>	MPS + SEN1
<b>Annex</b>	Please ensure you refer to Annex 1 with this Job Description

To teach students within the Provision while leading and managing a team of Teaching Assistants effectively. To be involved in school development work and carry out other such associated duties as are reasonably assigned by the Headteacher (HT).

The job description is to be performed in accordance with the provisions of the School Teachers pay and Conditions of Service Document and within the range of duties set out in that document so far as relevant to the post holder's title and salary grade. The post is otherwise subject to the Conditions of Service for School Teachers in England and Wales (the burgundy book) and to locally agreed conditions of employment.

### Key accountabilities, duties and responsibilities

#### Leadership & Management

- To provide examples of good and outstanding teaching practice; including preparation and planning, classroom management and the maintenance of effective working relationships with students and colleagues
- To organise the effective deployment and direction of Teaching Assistants, within the classroom and support the development of an effective team
- To implement agreed school policies and guidance
- To support the School Improvement Plan and contribute to the strategic vision of the HT and Governors
- To participate in meetings which relate to the Provision's management, curriculum, administration or organisation
- To communicate and co-operate with specialists from outside agencies to provide an effective multi-agency service and prepare reports on the needs of individual students as requested
- To participate in the performance management system for the appraisal of their own performance, or that of other teachers and teaching assistants

#### Achievement and Assessment of Students

- To set and evaluate individual termly targets and to maintain records of achievement for each student, in consultation with colleagues
- To provide reports and assessments for each student in accordance with Provision policy and for a range of audiences, including a detailed report prior to the student's annual review
- To ensure that effective communication is maintained with parents/carers about their child's welfare, progress and participation in our Provision community

#### Quality of Teaching and Learning

- To undertake a full-time commitment with students who are diagnosed with Autism and/or Social Communication and Interaction Difficulties often combined with challenging behaviour

- To ensure that there are appropriate schemes of work and effective teaching strategies which cater for students with a wide range of social, emotional and academic needs
- To provide a stimulating classroom environment, where resources can be accessed appropriately by all students

**Behaviour, Safety and Care of Students**

- Support strategies which promote high standards of behaviour
- Promote and safeguard the safety and welfare of all students
- To maintain a safe and secure environment for students, in accordance with the school's behaviour policy

Tasks/duties	Essential skills	Desirable skills
Qualifications & Training	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of commitment to INSET and continuous professional development</li> <li>• Further qualifications relating to SEND</li> </ul>
Knowledge & Experience	<ul style="list-style-type: none"> <li>• Experience of teaching or working in an SEND setting or with SEND students in a mainstream setting</li> <li>• Experience of inspiring and motivating students that are disengaged from education</li> <li>• Providing effectively for the individual needs of all students by appropriate planning, delivery and differentiation</li> <li>• The statutory requirements of the National Curriculum</li> <li>• The monitoring, assessment, recording and reporting of students' progress</li> <li>• The statutory requirements of legislation concerning Equal Opportunities, Health and Safety, SEND and Safeguarding</li> <li>• The positive links necessary between school and all its stakeholders</li> <li>• Effective teaching and learning style</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of teaching students with a range of complex needs; in particular ASD or students who display challenging behaviours</li> <li>• Evidence of knowledge and understanding of Key Stage 3, 4 or 5 curriculum requirements</li> <li>• Knowledge and understanding of SEND provision in a mainstream or special school setting</li> </ul>
Skills & Abilities	<ul style="list-style-type: none"> <li>• Promote the school's aims positively, and use effective strategies and practices to foster its ethos</li> <li>• Develop good personal relationships within a team</li> <li>• Establish and develop relationships with parents/carers and other stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>• Have good ICT skills</li> </ul>

- |  |   |  |
|--|---|--|
|  | <ul style="list-style-type: none"><li>• Communicate effectively to a variety of audiences</li><li>• Create a safe, secure, happy and effective learning environment</li></ul> |  |
|--|---|--|