

## Job Description and Person Specification

<b>Job Role:</b>	<b>Primary SEND Class Teacher</b>
<b>Job Family:</b>	Teaching & Learning
<b>Job Department:</b>	Teaching Staff
<b>Responsible to:</b>	Headteacher (HT)
<b>Line Manager:</b>	Senior Leadership Team (SLT)
<b>Salary/Grade:</b>	MPS – UPS + SEN1

To teach pupils within the school while leading and managing a team of classroom assistants effectively. To be involved in school development work and carry out other such associated duties as are reasonably assigned by the Headteacher of the school.

Melksham House School is a new all through (4-16) SEMH independent special day school located within Wiltshire. From the onset on pre-opening teachers must install a culture of systematic improvement through providing a high-quality education for all pupils.

This role will involve working with pupils' who may have not attended education for a significant period of time (EBSA). Therefore, there will be a requirement to work innovatively on school site, within the local community, online and potentially in the child's home.

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.

### Principal Purpose of the Role

The core purpose of our teachers is to provide high quality education experience within a range of classroom settings defined by pupil need

A teacher will:

- Effectively lead teaching and learning for a designated group of pupils.
- Innovatively plan, deliver and evaluate high quality learning
- Promote excellence, equality, and high expectations for all pupils
- Provide inspiration and direction within a learning environment
- Provide safeguarding and child protection
- Evaluate the implementation of the curriculum and identify adaptations to ensure continuous improvement
- Deploy resources effectively to achieve the school's aims
- Carry out day-to-day management, organisation, and administration
- Create a safe and productive learning environment which is engaging and fulfilling for all pupils
- Provide visible leadership to parents and carers, ensuring they have a positive experience of education at Melksham House School
- To be committed to developing SEND knowledge

## To lead teaching and learning

Teachers will take responsibility for raising the quality of teaching and learning and for pupils' achievements within a successful learning culture.

Teachers will:

- Demonstrate personal enthusiasm for, and commitment to, the learning process.
- Demonstrate the principles and practice of effective teaching and learning.
- Access, analyse and interpret information.
- Initiate and support research and debate about effective teaching and learning and develop relevant strategies for performance improvement.
- To prepare, implement and review individual programmes and schemes of work in consultation with key employees and support professionals in line with the curricular objectives of the school
- To provide the HT with planning of all activities on a short, medium- and long-term basis
- To support pupils with re-engaging with their education.
- To ensure that learning environments are well organised, supporting pupils' diagnostic or developmental needs
- To consult with parents and inform them of their child's progress and achievements
- To ensure the good behaviour, safety and security of all pupils in your care and to develop within them positive attitudes towards others and the environment
- To report and contribute to the Statutory Review of Education and Health Care Plans (EHCP)
- To be fully involved in the assessment and testing of pupils in your care, following agreed school policy
- To participate in further training and the development of your own professional skills and knowledge
- To take responsibility for at least one subject specialism
- To contribute to the therapeutic pastoral work within the school

Tasks/duties	Essential skills	Desirable skills
Qualifications and Training	<ul style="list-style-type: none"> <li>• Have Qualified Teacher Status or be prepared to achieve QTS</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge and practical experience of implementing SEND strategies.</li> </ul>
Knowledge and Experience	<ul style="list-style-type: none"> <li>• Be an accomplished classroom practitioner</li> <li>• Have experience in the teaching of pupils with SEND</li> <li>• Experience of working positively with parents</li> <li>• Have experience and understanding of practice and principles for Safeguarding pupils or vulnerable adults within an educational setting</li> <li>• Prepared to engage in specific training to support the SEMH cohort.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of teaching and supporting SEMH pupils.</li> <li>• Experience of supporting pupils with their mental health.</li> <li>• Experience of managing support staff and building positive working relationships with them</li> <li>• Have evidence of having successfully implemented inclusive practice in your work</li> </ul>
Skills and Abilities	<ul style="list-style-type: none"> <li>• Be willing to follow the school Safeguarding Policy and procedures and undertake mandatory Safeguarding training as directed by the school</li> <li>• A good sense of humour</li> </ul>	<ul style="list-style-type: none"> <li>• Can demonstrate taking responsibility in all matters relating to Safeguarding pupils</li> </ul>