

Job Description & Person Specification

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| Job Title: | EYFS Outreach Teacher |
| Service / Provision: | BASIS |
| Job Family: | Teaching & Learning |
| Line Manager: | Head of Service (HoS) |
| Salary Band: | MPS + SEN1 |
| Annex | Please ensure you refer to Annex 1 with this Job Description |

The EYFS Outreach Teacher is responsible for a caseload of children and young people (CYP) who attend Swindon Schools and settings. The EYFS Outreach Teacher will co-ordinate the provision of advice and support for CYP with a range of SEND needs.

The EYFS Outreach Teacher will work under the direction of the BASIS Leadership Team; they will be a point of reference for teachers and school-based employees, managing CYPs with SEND.

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

- Identify and plan interventions for CYP with SEND needs that can impact on progress, advising schools on the appropriate use of specialist resources and services suitable for CYP with SEND.
- Advise school employees on effective teaching and learning strategies for CYP with SEND.
- Support mainstream employees in implementing strategies to improve access to the curriculum for CYP with SEND, including modelling approaches.
- Support, if required, in the classroom delivery of interventions for CYP with SEND, either within a group or 1:1 setting.
- Provide advice, support and training to mainstream schools in order ensure that the provision made meet the needs of individual CYP with SEND.
- Support the transition of CYP with SEND to the next phase of their education.
- Monitor the progress of CYP by ensuring records of all work undertaken, the advice given, and the educational outcomes are recorded.
- Work collaboratively with the BASIS Leadership Team to develop appropriate targets and performance indicators for the Service which can contribute to the Specialist Team Development plan part of the overarching BASIS Development Plan
- Work with colleagues and the BASIS Leadership Team to ensure that the interests of CYP with SEND are included in appropriate development plans and priorities
- Undertake training consistent with developing skills relevant to these duties and responsibilities.
- Work collaboratively with other professionals whilst respecting the confidentiality of all information relating to CYP and their families.
- Take responsibility for their own personal and professional development.
- Be integral in the professional development of others.
- Possess the ability to work independently, creatively and flexibly.
- Have a passion for making a difference for CYP with SEN with a good understanding of child development
- Imaginative approach to CYP's learning

- Be an excellent communicator both verbally and written
- Contribute to the development and delivery of courses for employees in schools and other agencies as appropriate.
- Contribute to the process of monitoring and evaluation of the Outreach part of the Service in line with agreed procedures.
- Take part, as may be required, in the review, development and management of activities relating to the Outreach part of the Service

| Tasks/duties | Essential skills | Desirable skills |
|---------------------------|---|--|
| Qualifications & Training | <ul style="list-style-type: none"> • Qualified Teacher Status • Appropriate experience as teacher • Evidence of a desire to improve own CPD | <ul style="list-style-type: none"> • Appropriate further professional training in areas such as: SLD/PMLD/ASC • Further SEN Qualifications e.g. PECs, TEACCH |
| Knowledge & Experience | <ul style="list-style-type: none"> • Knowledge & understanding of SEND issues. • Experience of teaching a wide range of SEN CYP (in both age and ability) • Experience of setting targets and monitoring performance in order to raise CYP achievement • Experience of working as a part of a team • Established understanding of SEND • Have experience and understanding of practice and principles for Safeguarding CYP or vulnerable adults within an educational setting | <ul style="list-style-type: none"> • Experience of developments relating to assessment of relevant CYP groups • Knowledge of teaching and learning styles • Up to date knowledge of educational trends • Leadership experience |
| Skills & Abilities | <ul style="list-style-type: none"> • Good ICT skills including to promote learning • Good communication skills both written and verbal to all levels internally and externally • Ability to relate to people at all levels • Ability to set targets, meet deadlines and work under pressure • Adaptable and versatile approach | |

