Teacher of SEN (Job Description)

TMS + SEN 1 or 2 (dependant on experience)

**Job Purpose.**

To carry out the professional duties of a teacher as set out by the Teacher Standards.

To provide for the educational, social, moral, spiritual and cultural development of each of the students in your class and for monitoring high standards of teaching and learning, marking and assessment and effective communication with parents / carers.

**DESCRIPTION OF DUTIES AND RESPONSIBILITIES:**

1. Role model the ethos and core values of the school.
2. To teach students assigned to your class and to ensure that planning, preparation, recording, assessment, accreditation and reporting meet their varying learning and social needs.
3. To ensure the effective and efficient use of any staff who support the delivery of teaching and learning.
4. To set targets for students’ learning based on prior attainment.
5. To devise, contribute to and implement statutory assessment, annual reviews and student support plans.
6. To implement and follow school policies and procedures as approved by the Head Teacher, Leadership Team or Governors.
7. To take part in community and liaison activities such as Open Evenings, Parents/ Carers Evenings and liaison with Partner Schools.
8. To communicate, as appropriate, with the parents/carers and with external agencies.
9. Consult with staff over individual students and co-operate with agreed courses of action.
10. Provide an appropriately stimulating classroom environment where resources can be accessed by all students.
11. To use ICT to support learning and teaching and raise standards.
12. To participate and engage with the appraisal process, for the appraisal of own performance and that of other staff.
13. Maintain good order and discipline in accordance with the Academy’s Behaviour Policy.
14. To maintain appropriate records and provide accurate information on student progress.
15. To maintain an accurate register of students’ attendance.
16. To participate in arrangements and opportunities for continuous professional development.
17. To attend and participate in all relevant meetings.
18. To support the school in meeting its legal requirements for worship.
19. To comply with the schools health and safety policy and undertake risk assessments as appropriate
20. To ensure the personal care and hygiene of students are met and to participate in appropriate training.
21. To be prepared to teach across the range of age and need within the Academy.

**GENERAL**

1. The postholder must carry out his or her duties will full regard to the Riverbank Equal Opportunities Policy.
2. The postholder will perform any other duties and responsibilities within the range of the salary grade.

**PERSONNEL SPECIFICATION**

|  |  |  |
| --- | --- | --- |
| Specification | Essential | Desirable |
| Qualification | Qualified teacher status | Evidence of SEN teaching experience in Mainstream / Evidence of professional development in SEN. |
| Knowledge and Understanding | * Of a clear understanding of assessment. * Of the needs and characteristics of young people with SEND * Of effective behaviour management techniques * Of the importance of positive role models for young people * Of strategies, including literacy, numeracy, ICT, independent learning to ensure effective learning * Of the National Curriculum. * Of equal opportunities and anti-discriminatory practice in the context of the school community |  |
| Skills and abilities | * Highly developed communication skills. * To motivate and encourage students to work co-operatively * To establish and maintain good professional relationships with adults and young people and to deal with difficult situations sensitively * To be a team player * To plan, deliver and evaluate good / outstanding learning. |  |
| Attitudes and values | * High expectations of personal performance and of pupils’ success * Commitment to one’s own learning * A belief that schools can make a difference |  |
| Experience | * Of managing behaviour effectively * An EXCELLENT attendance record |  |
| Special Requirements | This post is exempt from provisions of the Rehabilitation of Offenders Act 1974. A Criminal Record Disclosure will be required prior to appointment. |  |

*All employees of Riverbank Academy are required to comply with the School Equal Opportunities Policy when undertaking the duties of their job.*

**David Lisowski**

Oct 2017