

**ARAN HALL SCHOOL**

**Rhydymain, Dolgellau, Gwynedd, LL40 2AR**

**Job Description**

**Job Title:** Teacher

**Responsible To:** Principal

**Responsible For:** All staff within your designated area of responsibility

**Qualifications:** Teacher training qualification

**Purposes and Objective of Work**

To be responsible for the comprehensive educational and care needs of the children for whom you are responsible at any time. To ensure that individual needs are met and programmes realised through both individual and group activities where appropriate.

To be aware of all aspects of the curriculum and curriculum development where they relate to the needs of children in the School. To contribute to curriculum development.

To carry out your duties so that the highest standard of educational and child care practice is achieved.

To supervise any other staff or to be responsible for any other duties in the absence of the Principal.

To ensure that at all times the establishment has a positive and purposeful climate.

To promote the School among other professionals and agencies, parents and carers.

**Duties and Responsibilities**

To be aware of the needs of individual children and the various programmes agrees and arranged and ensure that these requirements are met at all times within the highest standards of education, safety and security.

To assess individual and group needs in all areas of the curriculum.

To ensure that the School’s Achieve! programme is delivered with procedural integrity at all times.

To liaise with colleagues within the establishment, as appropriate to achieve maximum comprehensive benefit from individual and group programmes.

To effectively record all individual programmes and behavioural records.

To attend and contribute to all admission, case conferences and staff meetings as requested including compilation of individual reports.

To effectively manage other staff and offer appropriate induction support and review of all such staff.

To participate in physical interventions as required and to attend regular training in RESPECT (physical intervention techniques).

To initiate and participate in any training of staff.

To accompany children on outings from school as required.

To drive school vehicles when required and appropriate.

To bring to the attention of management any matters of concern about any area of activity within the school.

**Review Arrangements**

The details given above reflect the duties and outcomes expected of this post at the time of appointment. It should be remembered, however, that over a period of time, or as circumstances change these details may change or be required to change. Consequently the Registered Manager or Principal will expect to revise this Job Description from time to time and will consult with the post holder at that time.

**You as an employee are required by The Health & Safety at Work Act 1974 to:**

* Take reasonable care for the health & safety of yourself and others who may be affected by what you do or don’t do.
* Co-operate with the Company to ensure compliance with the law.

**Under the Management of the Health & Safety at Work Act 1999 you as an employee are required to:**

* Inform your employer of any work situation which you consider represents a serious and imminent danger and any shortcoming in the employer’s protection arrangements for your health & safety.
* Ensure you do not misuse or interfere with equipment provided for your safety of the safety of others.

**The content and reporting lines will be reviewed regularly and will change over time.**