



# Holme Grange Preparatory School

## Job Description – Special Educational Needs Teacher

### Holme Grange School

As a teacher at Holme Grange School you should:

- Be true to the Holme Grange Mission Statement and work to achieve the ideals set out
- Foster a good quality of relationships with children and their families, particularly those in their class, being aware of the pastoral role that is necessary in a good school
- Be wholeheartedly committed to the Christian aims and ethos of the school and be able to implement those aims in your work
- Contribute to the ethos of Holme Grange
- Treat all children as in your care and not just in your class
- Encourage the home/school partnership and contribute to the life of the school

### Teaching and Learning

- Teachers of Learning Support will ideally need to be qualified to OCR Level 7 Dip SpLD to assess and teach pupils with Specific Learning Difficulties, both individually and in small groups, especially those with Dyslexia (NB Level 5 would be considered for the right candidate)
- The SEN teacher should be qualified to assess pupils in order to ascertain the level of provision required and the nature of support needed
- Assess/screen pupils either with or suspected of having Specific Learning Difficulties
- Liaise with visiting external agencies, parents and other teachers

### The SEN Teacher will have knowledge and understanding of:

- The characteristics of effective teaching and learning styles, including the main strategies for improving and sustaining high standards of pupil achievement and promoting their spiritual, moral, social and cultural development and their good behaviour, and how those strategies can be used to support pupils with SEN;
- How information and communication technology can be used to help pupils gain access to the curriculum, as an aid to teaching and learning and as a means of communication between those teaching pupils with SEN;
- Relevant research, national inspection evidence and legislation, including the SEND Code of Practice and equal opportunities legislation and how these apply to pupils with statements as well as those without;
- The requirements to communicate information effectively to parents and other schools on transfer and also to external agencies;
- The purpose of individual education plans, including leading their formulation and planning their implementation and review;
- The SEN Teacher will support staff in understanding the learning needs of pupils with SEN and the importance of raising their achievement;
- Analyse and interpret relevant schools data plus research and inspection evidence to inform the SEN policy, practices, expectations, targets and teaching methods;
- Work with pupils, subject leaders and class teachers with tutorial/pastoral responsibilities to ensure that realistic expectations of behaviour and achievements are set for pupils with SEN;
- Identify and disseminate the most effective teaching approaches for pupils with SEN;

- Monitor the effectiveness of appropriate teaching and learning activities and target setting to meet the needs of pupils with SEN;
- Support the development of improvements in literacy, numeracy and information and communication technology skills, as well as access to wider curriculum; Identify and develop study skills to support pupils in their ability to work independently and learn more effectively;
- Collect and interpret specialist assessment data gathered on pupils and use it to inform practice;
- Ensure inclusion at all times in the school day, including break, lunchtime and after school.
- Willingness to look after the child's physical and personal needs ensuring the child's privacy and equality.

### **General**

1. To set an example in terms of continuous personal development, participating in appropriate training to maintain up-to-date professional expertise.
2. To undertake other duties appropriate to the general purpose of the post that may from time to time be reasonably assigned by the Headteacher including participating on such committees and working parties as the Headteacher may require.
3. Ensure that each child is working to the best of his/her ability is well disciplined, well mannered, considerate and happy!

This job description is not exhaustive and the SEN Specialist Teacher may be required to undertake other tasks to reflect the nature of the position.

Agreed by: Sarah Clarke

Date: 6<sup>th</sup> November 2018