

JOB DESCRIPTION

**JOB TITLE:** **Teacher MPS + SEN1** in the Tydeman Centre attached to the mainstream school

**ACCOUNTABLE TO: Head of the Tydeman Centre**

**JOB PURPOSE**

To make a major contribution to the teaching and learning in the Tydeman Centre.

To contribute to the personal and social development of all pupils in the Centre.

**PRINCIPAL RESPONSIBILITIES**

**Classroom experiences for the pupils**

* To be familiar with the code of practice for assessment of Special Educational Needs
* To address the needs of specific pupils with speech, language and communication disorders, including dyslexia and ASD
* To plan and deliver differentiated curricula for a number of NC subjects, taught in small groups in the Centre
* To plan and administer individual tutorials for a nominated Centre Tutor group
* To be responsible for Annual Reviews for a nominated Centre Tutor group
* To design and monitor the delivery of IEPs for a nominated Centre Tutor group
* To administer specialist assessments and tests and plan remediation
* To liaise with all relevant personnel concerned with a nominated Tutor group
* To collaborate with, advise and train LSAs attached to teaching groups or individual pupils
* To teach the life and social skills necessary for future inclusion and independence
* To mark and assess all pupil work, to plan remediation and to keep clear records in line with departmental policy and National Curriculum guidelines
* To complete all reports according to school policy and to attend all liaison meetings with parents
* To contribute to curriculum development within the Centre and relevant mainstream departments

**Effective use of human and material resources within the subject/department**

* To set and mark homework on a regular basis in line with school and centre policy
* To be responsible for the good conduct of all pupils in your charge and to make effective use of the school’s system of rewards and sanctions
* To contribute to the effective development of subject resource banks of materials
* To be accountable for all resources within your teaching base and used by pupils in your charge
* To be responsible for appropriate displays of pupils’ work in your teaching base and the school

**Accountable for specialist activities outside scheduled lesson time**

* To organise specified activities designed to address the social, physical or academic needs of Centre pupils

**Wider school activities**

* To engage in award evenings and other school events
* To work effectively in a team
* To meet Teacher Standard 8

**Personal and Professional Conduct**

* To meet the Teacher Standards (September 2012).

**Health & Safety**

* To promote and comply with the school’s policies on Equal Opportunities and Health and Safety both in the delivery of services and the treatment of others

**Safeguarding**

The Malling School is committed to safeguarding and promoting the welfare of children and young people and all staff must ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. All staff are to have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by the Malling Holmesdale Federation. Any safeguarding or child protection issues must be acted upon immediately by informing the Designated Child Protection Officer.

This job description is additional to the basic duties outlined in the latest School Teachers’ Pay and Conditions document and reflects the policies agreed by the Governors. The duties, responsibilities and accountabilities highlighted in this job description are indicative and may vary over time. This job description will be reviewed regularly and is an integral part of the appraisal and line management process.

Signed…………………………………………………………….. date……………………….

Signed…………………………………………………………….. date…………………………

 Headmaster