

Ivel Valley School

Where everyone is valued



Class Teacher (Primary)

Job Pack

Message from the Principal



Dear Candidate

Thank you for your interest in a teaching vacancy at Ivel Valley School. This is an exciting time to be joining Ivel Valley as we move forward into the next phase of our school's development into a centre of excellence for children and young people with special educational needs and disabilities.

I am looking to appoint enthusiastic, ambitious and highly skilled teachers who want to work with our fantastic children and young people. If you think that you meet these criteria please get in touch (even if you haven't worked in a special school before)!

In return we will offer you a structured induction programme and a commitment to your future professional development. In

addition to this you will become part of a dedicated and enthusiastic staff team, a school with inclusion and respect at its core, and a school that is quickly working to establish itself as a centre of excellence.

Ivel Valley School is an area special school catering for children and young people with a wide range of special educational needs and disabilities from the east of Central Bedfordshire and beyond. We educate children and young people from the ages of 3 to 19 across two main sites and two satellite sites.

This vacancy is for a primary teacher however in the future you may be asked to work elsewhere in the school. However, previous experience, training and personal

preference will always be taken into account.

Yours faithfully

Joe Creswick
Principal

Visits to school are warmly welcomed.

Please contact Alison Cobb to arrange your visit:
alison.cobb@ivelvalley.beds.sch.uk

Our Advertisement



An exciting opportunity to support the next stage of the development of our highly respected local special school and to deliver improved outcomes and life chances for our pupils

Our school

Ivel Valley School is a maintained area special school catering for children and young adults aged from 3 to 19 years who have a wide range of complex learning needs and disabilities.

The job

You will be a member of the school teaching team. You will be class teacher for a primary aged class.

This post will commence from September 2018.

Pay Scale

MPS/UPS + SEN Point

Closing Date for Applications:

10.00 am on Wednesday 23rd May 2018

Shortlisting:

Wednesday 23rd May 2018

Interviews:

Thursday 24th May 2018

Further details are available to download from www.ivelvalley.beds.sch.uk, www.tes.com or from www.epm.co.uk

We encourage prospective candidates to make an informal visit to the school prior to applying for this position. *See details on page 2.*

We look forward to hearing from you.

Ivel Valley School is committed to the protection and safety of its pupils and all posts within school are subject to an Enhanced Disclosure Check from the Disclosure and Barring Service. We are an equal opportunities employer, welcoming applications from all sections of the community.

Job Description

Key Role and Purpose

To be responsible for the teaching and management of a class of pupils in this all age school in accordance with Teachers' Standards 2014.

Our pupils have a range of complex learning needs including sensory, behavioural and physical impairment.

Each class has a support staff team usually consisting of level 2 and / or level 3 teaching assistants. Teachers are deployed as appropriate throughout the school including to the satellite classes.

Specific Duties and Responsibilities

Specific responsibilities

To be responsible to the Principal for the overall leadership of the class

To ensure that all pupils in the class are provided with an appropriate education, which is broad, balanced and relevant to their learning needs

To manage other staff in the classroom as team leader, ensuring all staff time is used effectively and efficiently.

To plan and deliver all curriculum subjects

To plan, in conjunction with the support staff, the Individual Education Programmes (IEP's) for all pupils in the class

To carefully analyse and record work and observations of pupil responses

To assess each pupil's performance regularly in accordance with the school assessment systems and policies

To use prior assessment to inform future planning

To write reports for individual pupils' annual reviews and annual reports

To liaise closely with colleagues and subject leaders in short, medium and, long-term planning

To liaise with parents and carers e.g. using the home/school diaries or Class DoJo

To maintain respect and confidentiality in all matters relating to pupils and their families

To liaise effectively with the multi-professional team (school nursing team, SALT, physiotherapist, music therapist, multi-sensory advisory team, educational psychologist) in order to ensure pupils receive the best possible education and care

To regularly attend teachers' meetings and whole staff meetings

To schedule and lead meetings with the class team that are focused on the needs of pupils.

To attend and participate in whole school INSET

To attend courses (as agreed with the CPD Leader) for continuing professional development related to school improvement

To participate in and contribute to appraisal processes

To contribute to school improvement as a member of the staff team and where appropriate

To contribute to the broader life of the school, including to parent/school events (as part of directed time)

To take responsibility, within the job role at all times, for the health and safety of self, pupils and colleagues

To be committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment

To be responsible for the strategic direction, development and monitoring of a subject (subject open to negotiation)

To promote high standards of teaching and learning within the subject

To lead staff in issues related to the subject

To undertake responsibility for the development and deployment of subject resources including allocation of a budget area where appropriate

To undertake any other duties of a similar level and responsibility as may be required by the Principal

Notes

These duties and responsibilities should be regarded as neither exhaustive nor exclusive as the post holder may be required to undertake other reasonably determined duties and responsibilities commensurate with the grading of the post.

You will be required to attend meetings outside of school working hours to support school governance and other school functions.

Ivel Valley School operates across dispersed sites in Biggleswade. The post-holder will be expected to routinely transit between sites in the course of their duties, under their own arrangements and without assistance.

Person Specification

Knowledge and Qualifications

Essential	<ul style="list-style-type: none"> • Qualified Teacher Status • Degree or equivalent • A knowledge of National Curriculum and a sound idea of implementation within a special school • Has a good understanding of curriculum planning, development and review • Has an ability to determine priorities and can set targets to deliver them • Can lead an area of the curriculum to provide support to colleagues across the school
Desirable	<ul style="list-style-type: none"> • Evidence of further study in education • Master's Degree or equivalent • Knowledge and experience of specialist programmes and approaches for children/young people with Special Educational Needs, e.g. TEACCH, PECS • Experience of adapting curriculum to meet individual needs • Experience of being a subject leader / curriculum co-ordinator

Professional Skills and Experience

Essential	<ul style="list-style-type: none"> • Some experience of teaching and differentiating for pupils with special educational needs and disabilities • Evidence of recent professional development • Can demonstrate ability to deploy classroom support staff effectively • Is able to positively contribute to the Ivel Valley staff team • Awareness of current initiatives in education, and their significance, especially those relating to children and young people with special educational needs and disabilities. • Knowledge of differentiation, assessment and target setting • Has a positive attitude towards inclusion in special schools and mainstream schools • Will respect parents as partners and involve them in the education of their children • Will seek to develop links with local schools and community groups • Is prepared to work collaboratively with a wide range of professionals in order to provide the best possible education for pupils • Is able to articulate the role of the special school in the wider community • Is prepared to undertake training appropriate to the job role • The ability to maintain a work/life balance and awareness of own wellbeing
Desirable	<ul style="list-style-type: none"> • Successful teaching in a special needs class /unit /school • Experience of teaching the Primary National Curriculum to either Primary aged or secondary aged pupils • Has undertaken training in relation to children with complex learning needs • Experience in planning Individual Education Programmes • Knowledge and understanding of the roles of Governors, LA and parents

Personal Skills, Qualities and Attributes

Essential	<ul style="list-style-type: none"> • Is enthusiastic about teaching children and young people with special educational needs and disabilities. • Can explain ideas clearly and succinctly • Has a high level of commitment • Is approachable and caring • Has good sense of humour • Is sensitive to the needs of others • Can maintain confidentiality in matters relating to the pupils • To be committed to safeguarding and promoting the welfare of all pupils and expect all staff and volunteers to share this commitment
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Ivel Valley School
Hitchmead Road
Biggleswade
Bedfordshire
SG18 0NL

☎ 01767 601010
☎ 01767 600229
✉ admin@ivelvalley.beds.sch.uk
🌐 www.ivelvalley.beds.sch.uk

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