**Job Description**

**Job Title: SEND Classroom Teacher**

**Location: Percy Shurmer Academy**

**Hours of work: Full Time**

**Reports to: SENCO/Headteacher**

**Purpose of the Role:**

To promote and adhere to the Trust’s values to be unusually brave, discover what’s possible, push the limits and be big hearted. General professional duties of all teachers are specified in the conditions of employment.

**Responsibilities:**

**Professional Development**

* Keeping up to date with research and developments in pedagogy and in any subjects taught, raising, when appropriate, issues with Teaching and Learning Lead Teacher.
* Evaluate their own teaching critically and use this to improve their effectiveness.
* Building up a thorough understanding of their professional responsibilities in relation to academy policies and practices.
* Setting a good example to the pupils they teach in their presentation and their personal conduct.
* Participating in performance management arrangements.

**Teaching and Managing Pupil Learning**

* Identifying clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and the pupils being taught.
* Setting appropriate and demanding expectations for pupils' learning and motivation.
* Setting clear targets for pupils’ learning, building on prior attainment and considering each pupil as an individual and taking into account their emotional and social needs.
* Ensuring effective teaching of whole classes, groups and individuals so that teaching objectives are met, momentum and challenge are maintained, and best use is made of teaching time.
* Using teaching methods which keep pupils engaged, including stimulating pupils’ intellectual curiosity, effective questioning and response, clear presentation and good use of resources.
* Setting high expectations for pupils’ behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships, acting to pre-empt and deal with inappropriate behaviour in the contact of the behaviour policy of the Academy.
* Ensuring that pupils are thoroughly prepared for their examinations and that any examination coursework is completed and marked according to examination board and departmental criteria.
* Liaising effectively with support staff.

**Monitoring and Assessing Pupil Progress**

* Marking and monitoring pupils’ class and homework providing constructive oral and written feedback, setting targets for pupils’ progress.
* Assessing how well learning objectives have been achieved and use this assessment for future teaching.
* Maintaining full records of attendance, homework, National Curriculum Attainments and assessments for pupils taught.
* Participating in discussions of pupil targets and progress and of the development of strategies to meet Academy targets.
* Overseeing the pastoral needs of all pupils taught and passing on any concerns to the appropriate member of staff.
* To act as a key worker.

**Communication with Parents**

* Attending any appropriate meetings and parents.
* Providing informative reports to parents.
* Raising, in consultation with the Headteacher, particular concerns regarding pupils with parents.

**Internal Communication**

* Providing information required by the Senior Leadership Team and SENCO and actively participating in Academy meetings.

**Resources within the Department**

* Selecting and making good use of learning resources to enable teaching objectives to be met.
* Ensuring that stock and equipment is well cared for and economically used.
* Ensuring the classroom presents a stimulating and tidy environment.
* Implementing the Academy Health and Safety Policy.
* Ensuring that Health and Safety policies and practices, including Risk Assessments, throughout lessons are in-line with national requirements.

**Employee value proposition:**

We passionately believe that every child can discover their own remarkable life. It’s what motivates us around here. We know this vision requires something extra. Which is why at AET, you’ll find more. More opportunities, so you can forge your own path. More care and support, so you can prioritise what matters most. More purpose, for you and for the children we’re inspiring. Come inspire their remarkable with us.

**Our values:**

The post holder will be expected to operate in line with our values which are:

* Be unusually brave
* Discover what’s possible
* Push the limits
* Be big hearted

**Other clauses:**

1. The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment/ Teachers’ Pay and Conditions.

2. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.

3. The job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.

4. This job description may be varied to meet the changing demands of the academy at the reasonable discretion of the Principal/Group/Chief Executive

5. There may be occasions when it will be necessary to cover other Administrative roles within the academy or to work with the administrative team when there are peaks and pressing issues.

6. This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing.

7. Postholder may deal with sensitive material and should maintain confidentiality in all academy related matters.

**Safeguarding**

We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts. This post will be subject to enhanced checks as part of our Prevent Duty.

**Person Specification**

**Job Title: SEND Classroom Teacher**

| **General heading** | **Detail** | **Essential requirements:** | **Desirable requirements:** |
| --- | --- | --- | --- |
| **Professional Attributes**  |  | * Assessed as a good or outstanding teacher
* Relevant specialist qualifications and experience in your subject specialism
* Evidence of continuing professional development
* Ability to use assessment to raise standards of achievement
* Commitment to improving practice through reflection, appropriate professional development of oneself and others. Being open to giving and receiving advice and feedback.
 | * Ability to design opportunities for learners to develop their numeracy, literacy and ICT skills within the Primary Curriculum.
* Experience of working in a Special Provision Unit.
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| **Professional Development** |  | * Excellent communication and interpersonal skills.
* Ability to motivate pupils and colleagues to recognise and respond to the diverse needs of learners
* Manage pupil behaviours effectively using appropriate least intrusive and de-escalating strategies.
 | * Ability to design opportunities for learners to develop their literacy and thinking and learning skills within your subject area.
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| **Professional Knowledge and Understanding**  |  | * Relevant teaching experience
* Ability to relate effectively and confidently to young people with consistency and understanding, recognising there may be emotional demands associated with feelings or concern, frustration and anger.
* Evidence of commitment to the principles and policies of equal opportunities.
* Secure knowledge and understanding of a range of Assessment for Learning strategies, demonstrable in their everyday practice.
 | * Secure knowledge and understanding of how to make effective personalised provision for all students, including those for whom English is an additional language and students who have special educational needs.
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| **Personal Characteristics** | Values  | * Energy, enthusiasm, determination and an insistence on high standards.
* Ability to relate to students, parents and carers, colleagues and other partners.
* Be able to work under pressures, prioritise and manage time effectively.
* Ability to demonstrate, understand and apply our values
	+ Be unusually brave
	+ Discover what’s possible
	+ Push the limits
	+ Be big hearted
 | * A willingness to learn new skills and approaches and to share the experience with others.
* Reflective and clear-headed thinker who makes considered judgements
* Resilience
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| **Special Requirements** |  | * Successful candidate will be subject to an enhanced Disclosure and Barring Service Check
* Right to work in the UK
* Evidence of a commitment to promoting the welfare and safeguarding of children and young people
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