

SEN Teacher Job Description

Department: SEN Education

Direct Reporting Line: Head of Special Education Needs / SENCO, School Principal

Cover During Absence: Head of Special Education Needs / SENCO

Safeguarding Statement

Taaleem is committed to safeguarding and promoting the welfare of children. At Taaleem, we hold ourselves to a high standard of effective practices in relation to child protection, and we are committed to safeguarding and promoting the welfare of children. We expect all staff to share this commitment. Successful applicants will be subject to various background checks including receipt of references, proof of relevant qualifications, identification, and police checks, including overseas checks.

Job Purpose

This position is responsible for developing teaching plans according to students' learning needs, and searching for activities and resources that can be easily adapted to each child's educational requirements. Collaborate with school counselors, occupational therapists, psychologists, and parents to help children develop and socialize.

Responsible for teaching groups of students with mild or moderate disabilities. Modify the existing curriculum on basic subjects (e.g. math, writing) to meet each student's learning requirements and build individual lesson plans tailored to their specific needs. Discuss with parents and support staff about the important matters that might impede students' progress.

Key Relationships (Internal and External)

Head of Special Education Needs / SENCO, School Principal, Senior Leadership Team, Department Heads, Curriculum Coordinators, Teachers, and Learning Assistants

Key Accountabilities:

- Assist in the educational and social development of pupils under the direction and guidance of the head of department and SENCo.
- Undertake initial assessments for students, identify individual learning needs and ensure that all learners have appropriate Individual Educational Plan (IEP).
- Provide support for individual students inside and outside the classroom in their English/Math lessons and make sure that they are able to access the curriculum.
- To provide support to students with multiple barriers to learning including:
 - Autistic Spectrum
 - Specific Learning Difficulties
 - Behaviour difficulties (EBD/ADHD/ADD)
 - Hearing impairment
 - Speech and language difficulties
 - Students who require assistive technology
- Work with other professionals such as speech therapists and occupational therapists, as necessary.
- Assist with maintaining student records.
- Support students with emotional or behavioural problems and help develop their social skills.

- Contribute to the overall ethos/ work/ aims of the school.
- Attend team and staff meetings.
- Undertake professional duties that may be reasonably assigned by the head of department or line manager.
- Implement efficient and effective entry assessments when needed.
- Be proactive in matters relating to health and safety.
- Providing a safe and stimulating environment that facilitates learning.
- Taking part in all training courses provided by the school.
- Working closely with the class teacher in identifying children and setting targets.
- Sourcing equipment and resources.
- Writing termly reports and identifying next steps.
- Sharing knowledge and modeling to TAs and CTs so they can administer programs for individual children with identified special educational needs.
- Implement agreed learning activities/ teaching programmes, adjusting activities according to pupil responses/ needs.
- Ensure all pupils have equal access to opportunities to learn and develop.
- To continuously develop your own role, taking responsibility for identifying and addressing training and professional development needs.

Person Specification:

Education: A Bachelor's degree in a relevant subject area and recognised teaching qualification or license

Experience: Minimum 2 years' experience in similar role

Requirements and skills

- Excellent command of English
- Experience in dealing or teaching children with learning difficulties or disabilities.
- A special education certification or working towards the certification is preferred.
- Successful teaching experience with needs students would be an asset.
- Ability to maintain strict confidentiality.
- Ability to establish a strong rapport with students, families and school personnel.
- Ability to work as a team player.
- Good written and oral communication skills
- Excellent interpersonal skills
- Display a positive attitude and work ethic.
- Knowledge of computers and applicable software
- Ability to provide personal care for a student with intensive needs.
- Ability to handle physically/emotionally demanding children (i.e. aggressive, hyperactive students)

Acceptance and Approvals

Confirmed by Employee:

Signed:

Date:

Reviewed by Line Manager:

Signed:

Date: