



**Kingsley
High School**



Recruitment Pack: Class Teacher

April 2022

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Welcome from the Headteacher

Dear Applicant,

Thank you for your interest in our school. I hope you enjoy finding out about us and can see how the work you do may support us to deliver the best education we possibly can.

Kingsley High School supports our pupils to Enjoy and Achieve with high expectations of Teaching and Learning and the very best personal care. We are a unique and diverse school community that has the needs of our pupils at the centre of our thinking. The whole school community works together to support all our pupils to thrive whatever their needs.

The work we do is centred on the following values:

- Respect
- Integrity
- Teamwork
- Diversity
- Effective Communication

Our staff team embody these values in all the work that they do and are committed to ensuring we are consistently having a positive impact on the outcomes of all our young people. We welcome enquiries about the work that we do and are keen to widen understanding of SEND throughout the community.

We look forward to receiving your application and thank you for your interest in our school and community.

Lee Helyer

Vision, Aims and Values

Everyone is a learner and every experience a learning opportunity.

Enjoy and Achieve!



Our Values

Respect
Integrity
Teamwork
Diversity
Effective Communication



Our Learners' Voice



Remember I am a young adult

Try to understand me; I cannot always explain my feelings

Tell me what I am good at, as it builds my confidence

Help me to stay safe; I am not always sure what is a danger to me

Always let me know what is going to happen

Talk to me, not about me or over me

Only one person at a time to tell me what to do, to help me not get confused

I respond better to a gentle tone

Listen to what I have to say and give me the means to explain myself

Give me time to respond and interact in my own way; it might take me time to understand the world around me

Treat me with respect and dignity

Support me to be independent. Only touch me if necessary

Always have high expectations of me

Help me make friends

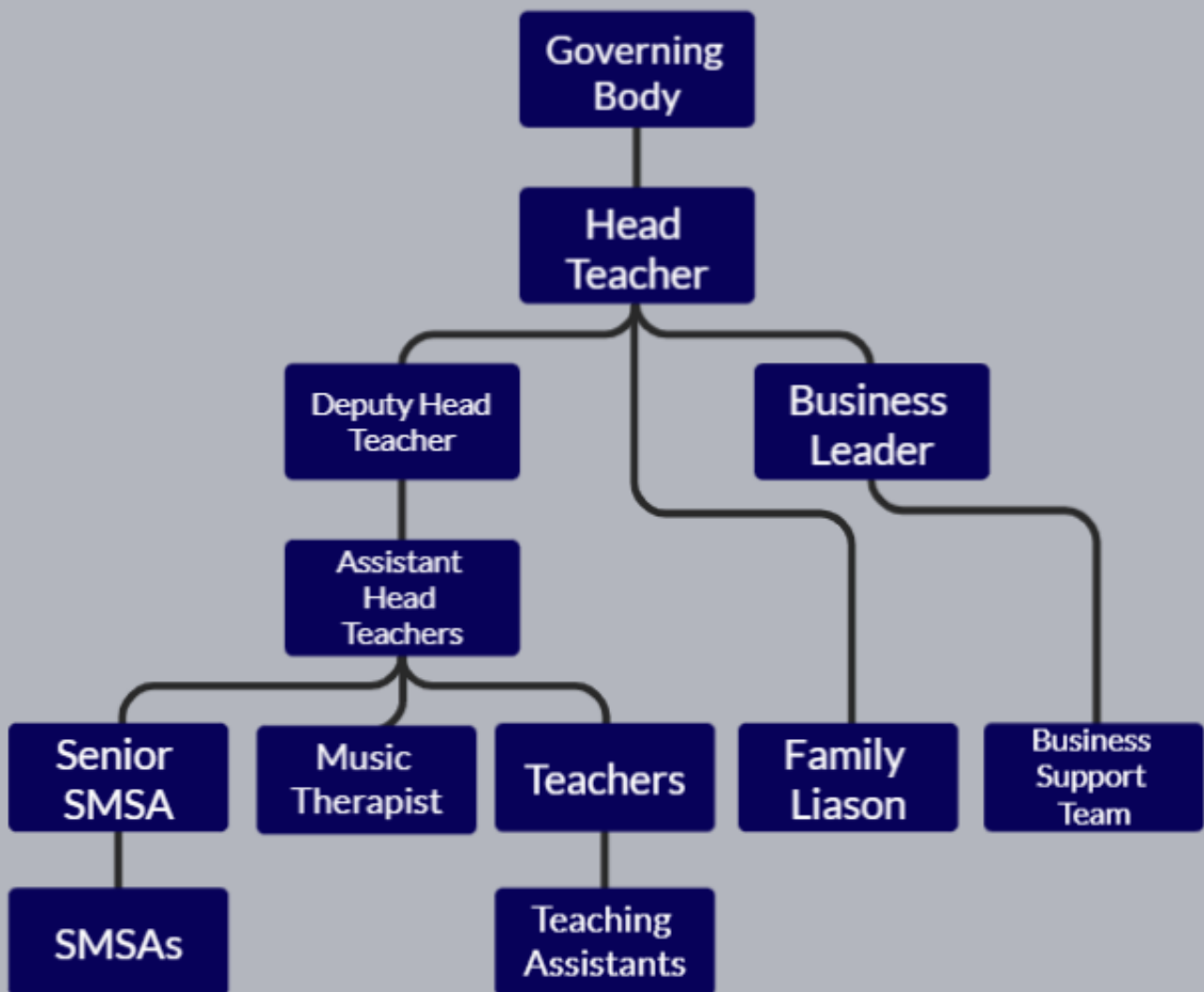
Remember my wheelchair is part of me

Help me to understand my own feelings and deal with them appropriately, even when things are different to how I like them

Stay calm with me, even if I do not stay calm myself



Kingsley High School Staffing Structure



Not directly employed by school: Catering staff, Cleaning staff, Health Care Assistant, Site staff, Therapy Team

Job Description and Person Specification

Class Teacher

Job details

Salary: MPS + SEN Allowance

Hours: Full Time

Contract type: Full Time 1-year initial contract

Reporting to: Head Teacher

Main purpose

The teacher will:

Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions document (STPCD)

Meet the expectations set out in the Teachers' Standards

Take specific responsibility and accountability for the both long-term and day-to-day management and organisation of the Core Skills Curriculum, including dedicated focus Literacy, Phonics and Numeracy

Assist in the smooth running of the school at all times

Promote the vision, ethos and aims of the school at all times.

Duties and responsibilities

Teaching

- > Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- > Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- > Adapt teaching to respond to the strengths and needs of pupils
- > Set high expectations that inspire, motivate and challenge pupils
- > Promote good progress and outcomes by pupils
- > Demonstrate good subject and curriculum knowledge
- > Participate in arrangements for preparing pupils for external tests
- > Demonstrate best practice in teaching and learning, using engaging strategies to boost classroom engagement
- > To organise and lead assemblies as scheduled
- > To participate in the corporate life of the school
- > To participate in the school process of teacher appraisal

- › To work with and give appropriate guidance to students, volunteers and others in school and to contribute to the writing of progress reports, or similar, as required
- › To carry out any other professional duties within the school that may be reasonably required by the Headteacher
- › To carry out duties as described within the School Teachers' Pay and Conditions Document

Whole-school organisation, strategy and development

- › Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- › Make a positive contribution to the wider life and ethos of the school
- › Work with others on curriculum and pupil development to secure co-ordinated outcomes
- › Provide cover, in the unforeseen circumstance that another teacher is unable to teach
- › Ensure teaching and learning is aligned with school ethos, identifying any procedural issues and providing workable solutions
- › Lead by example, with the highest professional and personal standards and classroom management
- › Provide leadership within the curriculum area and ensure whole school values are represented and understood

Health, safety and discipline

- › Promote the safety and wellbeing of pupils
- › Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Professional development

- › Take part in the school's appraisal procedures
- › Take part in further training and development in order to improve own teaching
- › Where appropriate, take part in the appraisal and professional development of others
- › Take part in professional development within your subject, sharing ways to improve subject teaching with others
- › Lead other teachers in maintaining subject knowledge and latest pedagogical developments
- › Take part in the appraisal and professional development of teachers and members of the wider teaching and learning team as directed

Communication

- › Communicate effectively with pupils, parents and carers
- › To have a positive approach to involving parents and carers in their child's education
- › To provide parents and others with detailed information about their child's progress as required
- › To engage parents in partnerships that will enhance the pupils' cognitive, emotional and social development
- › To liaise with parents, carers and support services as appropriate and in consultation with the Headteacher
- › To keep staff and governors informed of developments

Working with colleagues and other relevant professionals

- › Collaborate and work with colleagues and other relevant professionals within and beyond the school
- › To participate in working parties for the development, maintenance and evaluation of specific curriculum areas
- › Develop effective professional relationships with colleagues |
- › To liaise with parents, carers and support services as appropriate and in consultation with the Headteacher
- › To actively work within the safeguarding policy and practice of the school
- › To work in partnership with school based support services such as therapists, educational psychologist, behaviour analyst

Personal and professional conduct

- › Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- › Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- › Understand and act within the statutory frameworks setting out their professional duties and responsibilities

Management of staff and resources

- › Direct and supervise support staff assigned to them, and where appropriate, other teachers
- › Contribute to the recruitment and professional development of other teachers and support staff
- › Deploy resources delegated to them

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct. Please note, this is illustrative of the general nature and level of responsibility of the work to be undertaken, commensurate with the grade. It is not a comprehensive list of all tasks that the post holder will carry out.

Person specification

CRITERIA	QUALITIES
Qualifications and training	<ul style="list-style-type: none"> ➤ Qualified teacher status (desirable) ➤ Qualifications in SEN Education (desirable) ➤ Evidence of professional development relevant to this role
Skills and knowledge	<ul style="list-style-type: none"> ➤ Good knowledge of legislation and guidance on curriculum requirements ➤ Outstanding classroom practice, constantly showing a positive and resilient approach to pupils and staff ➤ Successful teaching experience, ideally in a special education setting for pupils with severe, profound and complex learning difficulties ➤ Excellent communication and organisational skills ➤ Knowledge of effective teaching and learning strategies ➤ A good understanding of how children learn ➤ Ability to adapt teaching to meet pupils' needs ➤ Ability to build effective working relationships with pupils ➤ Knowledge of guidance and requirements around safeguarding children ➤ Knowledge of effective behaviour management strategies ➤ Good IT skills, including previous use of Office 365 ➤ Effective communication and interpersonal skills ➤ Ability to communicate a vision and inspire others ➤ Ability to build effective working relationships with staff and other stakeholders
Personal qualities	<ul style="list-style-type: none"> ➤ High expectations for all pupils and belief in bringing out the best in all ➤ Commitment to upholding and promoting the ethos and values of the school ➤ Commitment to always act with integrity, honesty, loyalty and fairness to safeguard the assets, financial integrity and reputation of the school ➤ Ability to work under pressure and prioritise effectively ➤ Commitment to maintaining confidentiality at all times ➤ Commitment to equality ➤ Energy, resilience and a pragmatic, positive approach

Safeguarding Statement



Kingsley High School is fully committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Appointment to this post is subject to satisfactory clearance of enhanced Disclosure and Barring Service (DBS) checks, including the barred list, as well as all other pre-appointment checks in accordance with Keeping Children Safe in Education (2021).