



## **SEND Teacher (Learning for Life)**

### **Job Description:**

- **The SEND Teacher will be responsible for delivering and coordinating the daily teaching, planning, assessment and pastoral care for a small group of pupils with complex learning needs across in KS5.**
- **They will work closely with the SENCo and they will report to the Curriculum and Learning Manager.**
- **They will liaise with external agencies to support the varying learning and pastoral needs of the pupils.**

### **Teaching and Learning:**

- To teach a small group of SEND pupils with a range of learning differences.
- To provide a quality of teaching and learning provision so that all pupils make progress in line with the targets and recommendations on their Passports for success, their curriculum and their EHCPs.
- To work closely with the SENCo to monitor pupil social communication and overall development.
- To contribute actively to provision mapping and annual reviews.
- To support pupils, when and if appropriate, during any involvement with the main school, personalising learning as needed.
- To supervise, plan and guide, as appropriate, the work of support staff who are assigned to work with the group.
- To take account of pupils' prior attainment, learning styles and needs and use them to set appropriately challenging targets and learning activities.
- To keep high quality records to promote tracking and monitoring of pupil progress using data and teacher assessment records.
- To mark, assess and report on pupils' work in line with H6 policy, providing constructive oral and written feedback with clear targets and guidance for future improvement.
- To follow a total communication approach, and to differentiate tasks to meet diverse needs.
- To follow the H6 'recipe for a good lesson' by checking understanding, having clear routines and carefully structuring tasks to build on existing skills and knowledge.

### **Safeguarding and Pastoral Care:**

- To follow the safeguarding policy and procedures of the college, ensuring students are safe and needs are met.
- To provide pastoral support and guidance for all pupils in the post holder's care.
- To take responsibility for promoting and safeguarding the welfare of children and young persons.

- To be the first point of contact for parents and carers and to update them on their child's day, learning and achievements via the home communication book.
- To set targets for high expectations for pupils' behaviour, learning, motivation and presentation of work by establishing a purposeful working atmosphere and providing challenging and inspirational learning experiences.
- To attend Parent Evenings' and individual meetings as well as complete written reports to keep parents and carers informed regarding progress and attainment.

**Group Coordination:**

- To oversee the smooth running and needs of the small group of pupils in his/her care on a day-to-day basis.
  - To plan for and liaise closely with the teaching assistant supporting the group.
  - To communicate closely around EHCPs and reviews for pupils in the group, including getting
  - To be the person responsible for the learning and welfare of each pupil within the group.
  - To advise the Headmistress on potential new entrants to the group for which he/she has oversight and help to create and apply fair and appropriate criteria for selection.
  - Flexibility The above list is not exhaustive and other duties may be attached to the post from time to time.
  - Variation may occur to the duties and responsibilities without changing the general character of the post.
  - The SEND Teacher will be required to attend training relevant to the role.
- Safeguarding To be aware of and implement the measures detailed within the School's Safeguarding Policy and to work with the Designated Safeguarding Lead to ensure the welfare and well-being of all pupils at the school.

**All job descriptions are regularly reviewed to ensure they reflect current responsibilities.**