



Smallwood Primary School and Language Unit

JOB DESCRIPTION CLASS TEACHER SEN

The postholder is accountable to the Headteacher.

The following job description is current at the date shown, but in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

MAIN PURPOSE OF THE POST

To perform the duties of a teacher as outlined in the School Teachers Pay and Conditions document. To have responsibility for a class and to teach according to the authority's and the school's guidelines and policies. To be able to plan, deliver, monitor and evaluate pupils' learning.

MAIN ACTIVITIES AND RESPONSIBILITIES

Teaching and Learning	<ol style="list-style-type: none"> 1. To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils. 2. To monitor the overall progress and development of pupils as class teacher. 3. To practice sound classroom management of Primary aged pupils. 4. To contribute to the raising standards of pupils attainment.
Communication	<ol style="list-style-type: none"> 5. To communicate effectively with the parents of pupils as appropriate. 6. Provide information for parents and governors so that they have an understanding of school policies and its implementation. 7. When appropriate, liaise with external support agencies. 8. To contribute to Annual Reviews and provide appropriate information.
Staff development	<ol style="list-style-type: none"> 9. Identifying key professional development needs and lead staff meetings as appropriate. 10. To attend staff meetings and take part in formulating and implementing whole school policies.
Assessment	<ol style="list-style-type: none"> 11. To track pupils progress and use the information to inform teaching and learning.
School Development Plan / School Improvement Strategy	<ol style="list-style-type: none"> 12. To contribute to the implementation of the school development plan and school improvement strategy. 13. Monitor and evaluate developments in curriculum area of responsibility. 14. Contribute to relevant sections of the SEF.
Pastoral Support	<ol style="list-style-type: none"> 15. To assist in the implementation of the school's behaviour management systems and policies, so that effective learning can take place. 16. To contribute to the PSHE and pastoral support systems in accordance

	to school policy.
Additional Duties	<p>17. To play a full part in the life of the school community, to support its ethos and to encourage staff and pupils to follow this example.</p> <p>18. To support the school in meeting its legal requirements for worship.</p> <p>19. To support the school in meeting its legal requirements of the SEN and Disability Discrimination Act.</p> <p>20. To comply with the school's health and safety policy and undertake risk assessments as appropriate.</p> <p>21. To keep informed of current initiatives and good classroom practice; to have knowledge of the requirements of the National Curriculum and its implementation.</p>

Signed: _____

Date: _____



SMALLWOOD PRIMARY SCHOOL PERSON SPECIFICATION

Class Teacher SEN

	<u>Criteria</u>	<u>Essential/ Desirable</u>
<u>Qualifications</u>	<ul style="list-style-type: none"> • Qualified Teacher Status • Degree • Recent participation in a range of relevant CPD 	E E E
<u>Experience</u>	<ul style="list-style-type: none"> • Evidence of the effective use of assessment and analysis in raising standards • Working with parents/community • Evidence of promoting pupils' spiritual, moral, social and cultural development • Understanding of monitoring, evaluation and assessment • Experience of working in an inner city area • Experience of working with children who have communication and learning difficulties • Significant experience in the teaching of children with Autism Spectrum Disorders, and/or language impairment is essential 	E E E E E E D
<u>Professional Knowledge</u>	<ul style="list-style-type: none"> • Demonstrates a good understanding of the national curriculum • Demonstrate good knowledge and understanding of the principles of effective personalised learning, teaching and assessment • The process of planning and preparation of children's learning • Understanding of the requirements of children with Special Educational Needs • Knowledge of current developments in primary education, national policies, priorities and legislation. • Demonstrate a knowledge of TEACCH 	E E E E E D
<u>Professional Skills and Attributes</u>	<ul style="list-style-type: none"> • Sustained excellent classroom practitioner • Set high expectations and standards and provide a role model for pupils and staff • Demonstrate good classroom organisation and behaviour management • Ability to build and maintain effective relationships, including parents • Communicate effectively orally and in writing, including ICT 	E E E E E

	<ul style="list-style-type: none"> • Listen to and reflect on feedback • Show evidence of development of a team approach to education • Set and achieve smart, challenging and realistic goals • Prioritise, plan, organise and manage time effectively themselves and of others • Manage conflict sensitively and appropriately • Think creatively to anticipate and solve problems • Seek advice and support when necessary • Have a sound knowledge of processes for ensuring pupils' safety, welfare and well-being • Demonstrate a commitment to taking on the role of subject leader • Willing to undertake training specific to Special Educational Needs and disability 	E E E E E E E E
<u>Philosophy and Attitude</u>	<ul style="list-style-type: none"> • Have a clear educational philosophy • Demonstrate personal enthusiasm and commitment to excellent teaching • Committed to raising standards and raising the achievement of pupils and colleagues • Know and practice a commitment to equality, diversity and inclusion • Have a clear understanding of the pastoral needs of pupils from a variety of social and cultural backgrounds • Take responsibility for one's own professional development • Foster an open, honest, fair and equitable culture • Be forward thinking and creative • Adaptability • Sense of humour 	E E E E E E E E E E
<u>Confidential References and Reports</u>	<ul style="list-style-type: none"> • Professional references should provide a strong level of support for relevant professional and personal knowledge, skills and abilities referred to above • Positive recommendation from current employer • Good health, attendance and punctuality record 	E E E