



Sir Peter Hall School

JOB DESCRIPTION

ROLE TITLE	Key Stage 2 SEND Class Teacher
GRADE / SCALE POINT – SALARY	MPR + SEN Teacher Allowance
REPORTING TO	Headteacher

INTRODUCTION

All Unity Schools Partnership schools embrace a strong set of values which ensure that pupils learn how to take their place in modern Britain. Every member of staff is required to uphold and promote the values of the Trust in every aspect of their work performance.

All members of teaching staff are responsible personally and collectively for supporting students in becoming confident individuals, successful learners and responsible citizens, through:

- Modelling the core values of the school and wider Trust at all times;
- Nurturing pupils' passions and interests and stimulating their intellectual curiosity;
- Continuously raising pupils' aspirations and self-esteem;
- Contributing to the wider range of opportunities offered by and for the school community;
- Assuming responsibility (as required) for the learning progress of a specific group of individual pupils;
- Ensuring high outcomes for a cohort of pupils.

All teachers are required to meet the national standards for teachers according to their role.

JOB PURPOSE

To actively pursue the agreed aims of the school and wider Trust, maintaining an outstanding educational ethos, care for the pupils and respect for colleagues whilst undertaking all duties in a professional manner. There is an expectation all staff colleagues will secure a good or better education for all pupils and the continuous improvement of teaching and learning in the school.

KEY TASKS & RESPONSIBILITIES

General Duties

The Current School Teacher's Pay and Conditions Document describes the duties that are required to be undertaken in the course of employment. In addition, certain particular duties are required to be exercised and completed in a satisfactory manner. It is the contractual duty of the post holder to ensure that their professional duties are discharged effectively.

This Job Description is a description of the job to be undertaken and performed to the satisfaction of the Headteacher by the postholder. It does not form part of the contract of employment.

Main Duties

- Teach and be tutor for an upper Key stage 2 class of children;
- Ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;
- Maintain the positive ethos and core values of the school, both inside and outside the classroom;

- Contribute to constructive team-building amongst teaching and non-teaching staff, families and governors;
- Implement agreed school policies and guidelines;
- Support initiatives decided by the SLT and wider staff;
- Plan with the support of colleagues, to meet the needs of all students, through adaptation of all lessons;
- Be able to set clear targets based on prior attainment, for every student's learning;
- Support the creation of a stimulating classroom environment, where resources can be accessed appropriately by all students;
- Keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning as directed by the Senior Leadership Team;
- Report to families on the development, progress and attainment of students regularly, in annual reports and at Parents' Evening, as well as more specific contact where necessary;
- Establish and maintain positive relationships with all pupils to support the school's positive relationships and behaviour policy;
- Participate in meetings which relate to the school's management, curriculum, administration or organisation where appropriate;
- Participate in the performance management system for the appraisal of their own performance,
- To contribute reports for the annual reviews.
- To maintain and support all agreed Health and Safety requirements for teaching food technology.

SAFEGUARDING

Unity Schools Partnership is committed to safeguarding and promoting the welfare of children and young persons at all times.

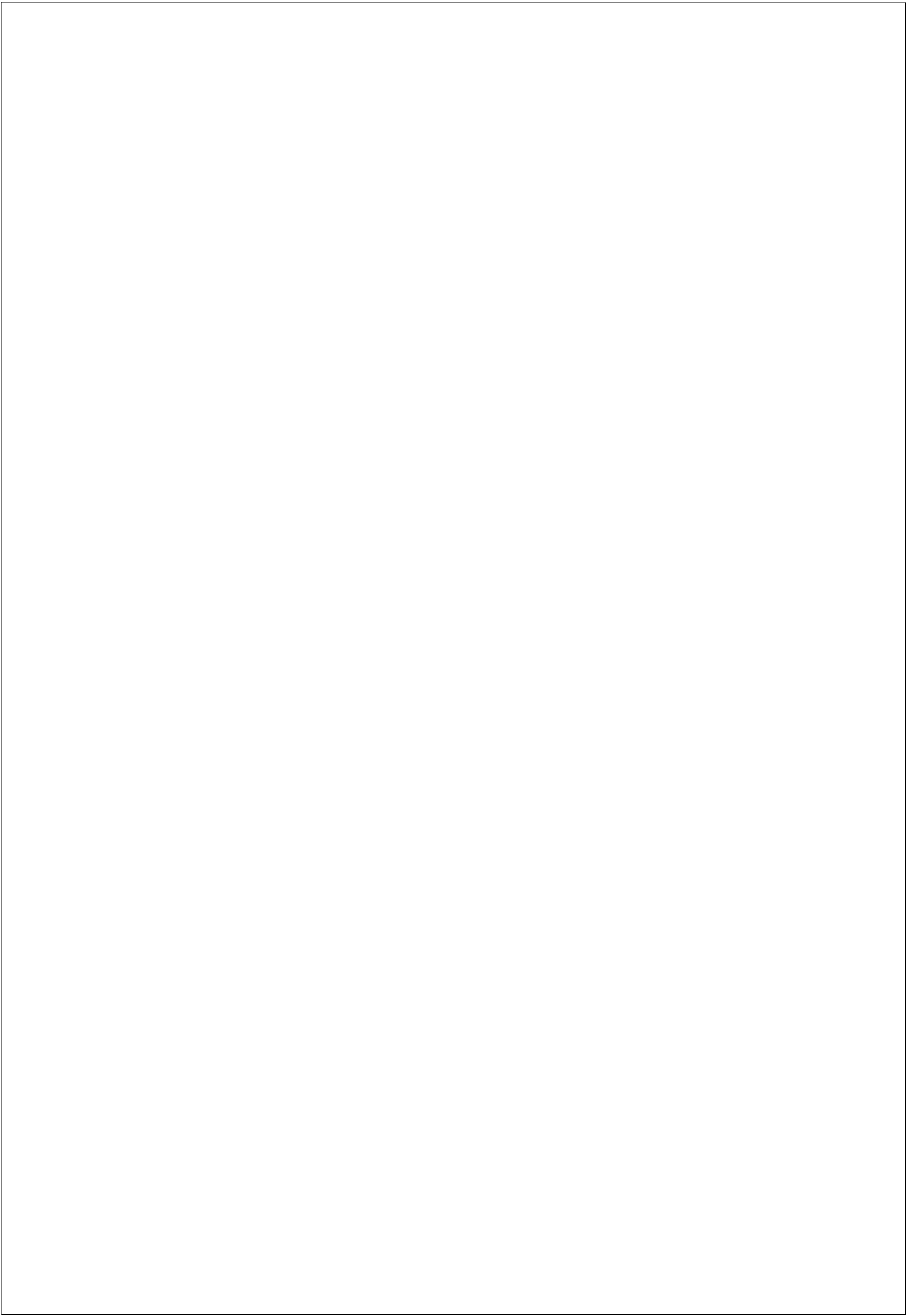
The post holder, under the guidance of the Headteacher, will be responsible for promoting and safeguarding the welfare of all children with whom he/she comes into contact, in accordance with the Trust's and the school's safeguarding policies. The post holder is required to obtain a satisfactory Enhanced Disclosure from the Disclosure and Barring Service (DBS).

GENERAL

1. Take active responsibility for personal continuous professional development;
2. Take ownership of individual performance management, keeping a continuing professional development portfolio;
3. Maintain consistent high standards of professional conduct, tact and diplomacy at all times in dealings with pupils, parents, staff colleagues, external agencies and any other visitors to the school or wider Trust;
4. Maintain absolute confidentiality and exercise discretion with regard to staff / pupil information and the Trust's business at all times;
5. Act as an ambassador for the School and the wider Trust within the local community and beyond, ensuring that the ethos and values of the Trust are promoted and upheld at all times.

The list above is not exhaustive, and you may be required to undertake any other reasonable tasks and responsibilities which fall within the scope of the post as requested the Headteacher, a member of the Senior Leadership or Trust Executive Leadership Teams.

Unity Schools Partnership has developed a framework for supporting effective practice which will be used to support staff professional development and this job description is subject to change at the discretion of the trust.



PERSON SPECIFICATION

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications	Relevant subject qualification English and Mathematics at GCSE/O Level or equivalent and/or sound Literacy and Numeracy Skills (ITT accreditation test level) Qualified Teacher Status	
Experience and Knowledge	Experience of teaching the relevant Key Stage curriculum Experience of working with pupils with SEND needs Evidence of effective team work. Evidence of teaching whole classes and groups	Experience of planning from the agreed curriculum Experience of teaching across key stages. Experience of working with pupils with SEMH needs.
Literacy and Numeracy	Ability to read and understand instructions. Ability to complete relevant paperwork to a high standard.	
Organisational	Ability to meet deadlines consistently. Experience of the requirements of school organisation.	Knowledge of school policies and procedures.
Key Skills and Attributes	Positive disposition to implementing the Sir Peter Halls' educational vision, aims and development strategy. Have strong professional relationships to ensure consistency with classroom management and routine. Understanding of PACE as an approach to all pupils.	Knowledge and/or training on TPP or other trauma programmes. De-escalation training
Leadership	Ability to promote and ensure the school/academy vision is understood and acted upon by individuals in their team.	
Other Qualities	Ability and want to develop genuine, empathetic relationships with all pupils. Ability to remain patient and calm when working in heightened situations and with dysregulated pupils. High personal standards in terms of attendance, punctuality and meeting deadlines. High level of personal organisational skills. Good communication skills, both written and spoken. Solution focused disposition and a positive attitude particularly to challenge and change. Understanding of and commitment to Equal Opportunities issues and principles and the need to apply an equal standard of care to all pupils. Positive disposition towards inclusions of all pupils	

	Able to work as part of a broader inclusion and pupil support system. Ability and willingness to develop own understanding and capability through advice and training. Ability to work without constant supervision, to provide assistance as and when required, to seek tasks when unoccupied and think clearly and calmly in an emergency. Understanding of the principles of accountability and quality assurance to achieve best possible pupil outcome.	
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