

Job Description

Job Title	SEND Class Teacher – Explorer Provision
Reports to	Assistant Headteacher and SENDCO
Line Management of	Explorer Team
Salary / Grade	MPS/UPS
Date Last Evaluated	December 2024
Core Purpose	Teach and develop their teaching in order to maximise learning for every individual pupil. Participate, as appropriate, in pastoral care arrangements so that each pupil is known and challenged.

Key Responsibilities
<ul style="list-style-type: none"> • Participate, as appropriate, in pastoral care arrangements. • Participate, as appropriate, in extra-curricular enrichment for the benefit of pupils. • Embrace our aspirational culture in relation to both the processes and outcomes of education. • Follow policies and procedures, and from time to time participate in their review • Responsibility for a class of up to 10 pupils with complex learning difficulties and ASD. • To plan, deliver and assess lessons that are personalized to meet all the needs of each pupil and to develop their skills in all areas including communication, emotional, physical, sensory, independence, literacy and numeracy. • To set personalised learning goals for each pupil based on their long term EHCP outcomes. • To implement a range of interventions into daily teaching programmes, such as attention autism and intensive interaction. • To guide and motivate pupils to enable each individual to obtain maximum advantage from full participation in school life, unlocking the potential of each child and ensuring the best possible outcomes for students, whatever their starting point. • To create a happy, well-organised and stimulating learning environment designed to match to pupil need and learning styles. • To work closely with parents, outside agencies and the wider community to ensure pupils physical, academic, social and pastoral needs are met. • To prepare and support the SENDCO in EHCP review meetings and required paperwork for external agencies. • Provide feedback to pupils and parents in relation to progress and achievement. • To monitor teaching and learning within your class. • To record, track and assess pupil progress and plan interventions where necessary • To be an outstanding practitioner and develop others by modelling and coaching best practice • To effectively deploy and manage support staff within your class • To follow the school’s agreed policies, risk assessments and systems • To lead and motivate staff by setting excellent example for professional behaviour and integrity • To actively participate in all aspects of school life to enhance the educational opportunities for your pupils. • Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop. • To support behaviour management and pastoral care within your class.

- To take responsibility for health and safety issues within own classroom and to report areas of concern in line with school policy.
- Participate in arrangements for the appraisal and review of their own performance, and, where appropriate, that of other teachers and support staff.
- Contribute to the overall ethos, work and aims of the school.
- Comply with the School's Code of Conduct to prevent, identify and minimise the risk of abuse or violence, taking action to safeguard pupils, students and other vulnerable people where necessary.
- Work with others on building the curriculum and/or pupil development to secure co-ordinated outcomes.
- Teaching, having regard to the curriculum to promote the development of the abilities and aptitudes of the pupils in any class or groups assigned. Planning, preparation, marking and assessing work is key, as is the adapting to suit educational needs.
- Participating in the review of your teaching programmes and methods of work, development of course materials and programmes and participate in arrangements for further training and professional development.
- Participating in appropriate administrative and organisational tasks relating to teaching duties, attend, lead assemblies and register attendance.
- Participating in the Academy's Performance Management Process.

General Responsibilities

- Provide a courteous and efficient service at all times.
- Using their influence with other staff and students to promote high standards of behaviour and order within the Trust.
- Take on any additional responsibilities which might from time to time be reasonably determined.
- Create and maintain positive and supportive relationships with staff, parents, business, community and other partners including the Board.
- Demonstrate a positive commitment to equality and diversity.
- Engage with appropriate training opportunities to promote professional effectiveness in this role.
- Promote a flexible approach to meet the changing needs of the Trust.

The duties and responsibilities listed above describe the post as it is at present. It cannot be read as an exhaustive list of duties and may be altered at any time with Academy approval.

Note: Every job description in the organisation will be subject to a review either:

- **On an annual basis at the time of the annual appraisal meeting, or**
- **As a result of a change in strategic direction, or**
- **As a result of a team/operational requirements, or**

It is the shared responsibility of the post holder and their manager to ensure that the job description is kept up to date.

Person Specification

Attribute	Essential or Desirable	Assessment
Qualifications		
Qualified Teaching Status	E	A
Degree in relevant subject(s)	E	A
Child Protection and Safeguarding training.	D	A
First Aid Certificate	D	A
SEND Qualifications	D	A
Knowledge and Understanding		
Subject(s) and the EYFS curriculum to be taught, at a level and breadth sufficient to challenge	E	A
The National Curriculum including new Literacy and Numeracy strategies	E	A/I
Effective teaching and learning styles, including the theory and practice of meeting the needs of all children	E	A/I
Monitoring, assessment, recording and reporting of student progress	E	A
Statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN and Child Protection	E	A/I
Assessment tools such as the engagement model, cherry garden and PKS Standards.	E	A/I
Effective strategies for working with students with Special Educational Needs, including more able and talented student	D	A/I
Recent, relevant curriculum developments in arrange of areas and their impact on teaching and learning	D	A/I
Ability to deliver interventions around attention autism and intensive interaction.	D	A/I
Experience working with autistic students	D	A/I
Inprint and Widgit as communication tools	D	A/I
Skills and Abilities		
Promote a positive and inclusive Academy identity for all students	E	A/I
Establish a purposeful learning environment where all pupils feel secure and confident	E	A/I
Set high expectations for all students and demonstrate a commitment to raising educational achievement	E	A/I
Plan and implement an effective teaching programme, including the assessment of all students, creating appropriate records	E	A/I
Inspire and enthuse children by creating high-quality learning opportunities and use effective strategies to monitor and promote student motivation and morale	E	A/I
Uffectively deliver a range of inclusive teaching and learning strategies to maximise progress and achievement and offer	E	A/I

equality of access to the curriculum for all students, including students with Special Educational Needs, with English as an Additional Language, and more able and talented students		
Use ICT effectively as an integral part of teaching and learning	E	A/I
Organise own work effectively to meet deadlines, including student assessment and provision of reports to parents, the Leadership team and other internal and external stakeholders	E	A/I
Build effective relationships with colleagues and to be an active team member within the Academy	E	A/I
Establish and develop good relationships with students, parents and external organisations	E	A/I
Manage difficult situations and deal with sensitive issues tactfully and diplomatically	E	A/I
Adapt to change and the introduction of new working practices	D	A/I
Develop strategies for creating links with the community and external organisations	D	A/I
Experience		
Delivering student-centred learning within a SEND provision/class	E	A/I
Planning, designing and delivering schemes of work to national specifications	E	A/I
Delivering lessons using ICT and multi-media, including interactive SMART boards	D	A/I
Personal Commitment		
Demonstrate and adhere to TDET and Academy's core values	E	A
Commitment to equality and diversity in the workplace	E	A
Adhere to GDPR guidelines and the Academy's internal procedures	E	A
Adhere to the Academy's safeguarding and prevent policy and procedures	E	A
Adhere to TDET's Health and Safety policy and procedures	E	A

Assessment methods

A – Application I – Interview T – Task/Activity L – Lesson Observation R – References