

JOB DESCRIPTION – SEND TEACHER

Reporting to: Head Teacher, SENDCO and Deputy Head Teacher

Responsible for: High-quality SEND teaching and learning

PURPOSE OF ROLE:

The children at Downsell reflect the rich ethnic and cultural diversity of the community. We are committed to inclusive education. The SEND Teacher will work to support Downsell's success and continued rapid improvement of learning and achievement for all pupils with SEND.

- To be accountable for the welfare, progress and attainment of all pupils who are taught by the postholder.
- To lead by example: modelling effective teaching and using coaching/mentoring methods to improve the quality of SEND provision throughout the school.
- To provide high-quality teaching and learning for pupils with SEND, ensuring that they make excellent progress academically, socially and emotionally.

Knowledge and Understanding

- What constitutes high quality SEND provision; strategies for raising standards and outcomes, underpinned by a recent research-driven pedagogical approach.
- EHC Plans and how to plan and deliver provision accordingly.
- How to promote SEND pupils' spiritual, moral, social and cultural development and positive behaviour through effective management.

Assessment and Evaluation

- Maintain accurate records of the progress and attainment of pupils in line with the school's systems.
- Contribute to the recording of records for any pupils with SEND taught.
- Contribute effectively in Pupil Progress Meetings for all SEND pupils taught to secure good outcomes for all.
- Ensure the use of effective strategies for addressing SEND pupils' emerging needs during sessions taught.
- Ensure that support staff use assessment as a learning tool in their day-to-day practice for SEND pupils for whom they have responsibility.



Teaching and Learning

- Plan for all pupils ensuring appropriate differentiation and EHC Plan targets are incorporated.
- Plan for small groups of pupils with SEND, where required.
- Monitor and review SEND planning and provision across the school, with support of SENDCo, and adapt where needed.
- Deliver effective sessions for small groups of pupils with SEND throughout the school.
- Deliver individualised 1:1 sessions for pupils with significant SEND throughout the school.
- Ensure that school expectations and policies are robustly adhered to.
- Work collaboratively with the SENDCo to ensure that all practice is inclusive and adhering closely to our equalities standards.
- Liaise effectively with the Senior Leadership Team, seeking support when and as required.
- Have an active involvement in all meetings.

Parental Engagement

- Liaise with parents/carers as required to ensure they are informed as to their child's progress and well-being.
- Attend parents' meetings.
- Contribute to preparing and delivering parent workshops and meetings, with support.
- Use the school's online platforms to regularly communicate with parents/carers.

Strategic Leadership

- Implementing workplace policies and practice.
- Promoting collective responsibility for their implementation.

Professional characteristics

- Be highly respected and able to motivate others.
- Provide a role model for learners and other staff through personal and professional conduct.
- Have highly developed interpersonal skills, which enable you to be effective in school and in other situations.

Person Specification – SEND Teacher

Training & Qualifications		
1. Qualified Teacher Status	Essential	
2. Evidence of continuing and recent professional development relevant to the post	Essential	
Knowledge and understanding		
1. Having the knowledge and understanding of current theory and best practice in learning and teaching.	Essential	
2. Understanding the issues that relates to high achievement and attainment.	Essential	
3. Understanding of equal opportunity issues and how this can be effectively addressed in a multicultural school.	Essential	
4. Clear understanding of data analysis and the important impact this can have on achievement and attainment.	Essential	
5. Understanding effective procedures for managing and promoting positive behaviour among pupils.	Essential	
6. Understanding a range of teaching and learning styles and techniques.	Essential	
7. Culture and ethos – Having a good understanding of the importance and how this impacts on morale, high expectation and high standards.	Essential	
8. A good understanding of the role of parents and the community in school improvement including how this can be practised and developed.	Essential	
Characteristics and Competencies		
Being able to:		
1. Promote the school's aims positively.	Essential	
2. Promote the school's positive culture and ethos	Essential	
3. Communicate effectively (both orally and in writing) to a variety of audiences.	Essential	
4. Create a fun, challenging and effective learning environment	Essential	
5. Develop good personal relationships within a team; making an effective contribution to high morale.	Essential	
6. Focus on raising standards	Essential	
7. Inspire others to achieve high standards	Essential	
8. Build effective relationships with parents and all members of the school community	Essential	
9. Create an enthusiastic and good-humoured approach to all aspects of teaching, management and leadership	Essential	
10. Establish and develop close relationships with parents, governors and the community.	Essential	