

JOB DESCRIPTION

POSITION:	SEN English Teacher
RESPONSIBLE TO:	Deputy/Assistant Head
RESPONSIBLE FOR:	Teaching Assistants

Kisharon Noé School

“Educate a young person according to their own individual way”

Kisharon Noé School is a Free School with a Jewish Ethos based in NW London. We cater for pupils aged 4 -19 years with complex needs and a broad range of learning difficulties as well as ASC and physical and sensory disabilities. Pupils of other faiths and no faith are welcomed to our school which accepts pupils with an Education Health and Care Plan from across North London and surrounding areas.

Our vision is that every child and young person with any learning disability reaches their full potential, maximises their independence and leads a fulfilling life in the community that he/she wants to.

Our mission statements

- ***We foster a strong and inclusive Jewish ethos that guides teaching and learning throughout the school, and welcomes students from all backgrounds the school***
- ***We nurture the innate gifts and talents – the “kisharon” – of each of our students***
- ***We offer a range of therapies to enhance our students' learning***
- ***We provide a safe, supportive and stimulating learning environment***
- ***We teach skills to build our students' confidence, equip them for life beyond school, connect them with high quality adult services, and prepare them for taking an active part in the community***
- ***We create personalised and cross-curricular learning journeys for our students***

MAIN PURPOSE OF JOB

- To take responsibility for teaching, learning progress and the welfare of all pupils in the school.

SAFEGUARDING AND CHILD PROTECTION

- Be fully aware of the responsibility for safeguarding children and to help in the application of the Safeguarding policy within the school
- Comply with the school's Safeguarding Policy in order to ensure the welfare of children and young people.
- Promote the safeguarding and welfare of children.
- Ensure that the line manager is made aware and kept fully informed of any concerns which the worker may in relation to safeguarding and/or child protection.

PUPILS

- To be willing and able to work with any pupil in the school regardless of the complexity of their disability.
- To take full responsibility for the class.
- To cover for staff absence if necessary.
- To work with a variety of pupils in different class groupings.
- To take full responsibility for, give direction and monitor the work of the teaching assistants.
- To take responsibility for and ensure the safety and security of the pupils at all times .
 - To encourage and help pupils to develop and maintain a high level of behaviour and have good social skills.
 - To encourage and support independence.
 - To be fully aware of and to put into practice all safety, security and educational policies.
 - To develop and follow all positive behaviour support plans.
 - To act as a responsible escort for pupils when using public, private or school transport.
 - To integrate therapy goals as advised by the therapists into the daily programme for each pupil.
- To work in partnership with all school staff, parents, carers and other agencies in providing for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families.

CURRICULUM

- To lead and develop the English curriculum and support other staff.
- To deliver lessons across a range of subjects.
- Prepare in advance medium term and weekly lessons plans and hand them into the Assistant Head when requested for monitoring.
- Set and evaluate short-term goals in a personalised learning plan and curriculum based targets.
- Monitor all learning and record progress and to make sure that these programmes are meeting the education and welfare needs of each pupil and fulfilling the recommendations given in the pupil's EHCP and PLPs and record progress on b-squared termly.
- Maintain adequate and appropriate teaching records.
- Ensure a high quality learning environment within the curriculum areas taught in

CLASSROOM

- Prepare for all sessions in advance and have all required resources ready.
- Take full responsibility for the care and maintenance of equipment and resources within the classroom or borrowed from other areas.
- Teach consistently high quality lessons.
- Take the lead in looking after the classroom, and directing the tidiness, cleanliness and decor in liaison with the teaching assistants and the caretaker.
- Ensure the learning environment is appropriate for the needs of the pupils and supports their learning and reflects the curriculum.

STAFF DEVELOPMENT

- Update professional and subject knowledge and expertise as appropriate to keep up to date with developments in teaching practice and methodology in general, and in the curriculum areas taught in.
- Engage actively in the Performance Management process following successful probation period
- Participate in whole school CPD programmes

- Take part in the staff development programme by participating in arrangements for further training and professional development

GENERAL

- To be fully aware of and to keep to the school policies and religious ethos.
- To undertake lunch, playground and security duty as required.
- Attend a weekly staff development meetings on days notified from 4.00pm – 5.00 pm or longer when necessary.
- To be punctual and arrive in school in adequate time to prepare the classroom.
- To remain in school after the pupils have left for the day to complete any relevant paperwork and ensure that the classroom is tidy.
- Attend any training [internal and external] as directed.
- Attend the weekly teachers meeting Tuesday 4.10- 5.00.
- To set cover work during any leave of absence.
- To adhere to the School's Safeguarding Policy.
- The duties may be varied to meet the changing demands of the school at the reasonable discretion of the Assistant Head and Headteacher.

CONFIDENTIALITY

To be totally confidential as follows:-

- To refuse to discuss school matters with parents out of school.
- To resist working with our pupils on a private basis.
- To discourage evening telephone conversations with parents.
- To decline to discuss pupils with anyone not involved with that pupil professionally.
- To discuss with the Head Teacher if the above details are difficult to follow.

SEN TEACHER
PERSON SPECIFICATION

	Essential	Desirable
Safeguard and promote the welfare of all pupils	<ul style="list-style-type: none"> ● Be willing to follow the school Child Protection Policy and procedures and undertake mandatory Safeguarding training as directed by the school. 	<ul style="list-style-type: none"> ● Have experience and understanding of practice and principles for Safeguarding children within an educational setting.
Qualifications	<ul style="list-style-type: none"> ● Qualified Teacher Status 	<ul style="list-style-type: none"> ● Good Honours Degree ● Evidence of commitment to Continuous Professional Development.
Experience	<ul style="list-style-type: none"> ● Varied experience of teaching or working with pupils with severe or profound learning difficulties or autism. 	<ul style="list-style-type: none"> ● Experience of teaching pupils with a range of complex needs.
Knowledge and Understanding	<ul style="list-style-type: none"> ● Knowledge and understanding of the Foundation and/or National Curriculum and/or EYFS Framework. ● Knowledge and understanding of SEN provision in a mainstream or special school setting. ● Good knowledge of learning disabilities and their diversities. ● High standard of written work for all lesson plans and reports. ● Ability to develop behaviour modification programmes. ● Ability to use a total communication approach. ● Ability to set up a structured classroom. ● Providing effectively for the individual needs of all pupils by appropriate planning, delivery and differentiation. ● The monitoring, assessment, recording and reporting of pupils' progress. ● Effective teaching and learning styles. ● Awareness of P levels 	<ul style="list-style-type: none"> ● The statutory requirements of legislation concerning Equality and the implications in a Special School.
Skills	<ul style="list-style-type: none"> ● Promote the schools' aims positively, and use effective strategies and practices to foster its ethos. ● Ability to establish a stimulating and high quality learning environment ● Create a safe, secure, happy and effective learning environment. 	

	<ul style="list-style-type: none"> • Ability to establish good relationships with governors, staff, pupils, parents, and other agencies supporting the school • Ability to make and maintain links with other schools to promote inclusive practice • To be able to use data to evaluate the curriculum and impact positively on pupil attainment • Establish and develop relationships with parents/carers and other stakeholders. • High level of communication skills and ability to communicate with a wide range of audiences in a variety of settings. • Ability to use ICT to support planning and assessment as well as the development of high quality resources • High standard of written work for all lesson plans and reports 	
Personal Qualities	<ul style="list-style-type: none"> • Approachable, hardworking, committed, enthusiastic, empathetic, well organised, patient, resourceful. • Flexibility and the capacity to maintain a positive attitude in the face of a demanding job. • Ability to work in a team and work co-operatively with any member of staff. • Ability to give direction and support to classroom assistants. • Show initiative. • An acceptance of and commitment to the principles of equal opportunities and rights • Integrity 	

KISHARON IS COMMITTED TO SAFEGUARDING THE WELFARE OF CHILDREN AND VULNERABLE ADULTS AND EXPECTS ALL STAFF TO SHARE THIS COMMITMENT.

This job description has been received and agreed by:

Name: _____

Signature: _____

Date: _____