



# Lexden Springs Residential Special School

Attend Aspire Achieve

## **JOB DESCRIPTION:**

<b>JOB TITLE:</b>	General Class Teacher (SEN)
<b>DAYS PER WEEK:</b>	5 days per week
<b>RESPONSIBLE TO:</b>	Head Teacher, Deputy Head, Assistant Head and the Governing Body of Lexden Springs School.
<b>LIAISON WITH:</b>	Liaison with all school staff, pupils, parents/carers, governors, trustees external agencies and education, consultants, advisors and inspectors, other organisations and members of the local and national community, as necessary to enable effective performance of duties.
<b>MAIN PURPOSE OF JOB:</b>	To take responsibility as a general class teacher within a highly therapeutic residential Special School. To teach a range of subjects, as required.

## **PRINCIPLE DUTIES AND RESPONSIBILITIES**

You are required to carry out the duties of a teacher as set out in the current School Teachers' Pay and Conditions Document.

## **OVERALL PURPOSE OF THE JOB**

To support the Headteacher in providing high quality teaching, so supporting Lexden Springs, ensuring high quality learning for all its pupils and improved standards of support and achievement.

## **DUTIES AND RESPONSIBILITIES**

### **1 TEACHING AND LEARNING**

- To deliver the teaching and learning objectives of the school
- To undertake a full teaching timetable with 10% PPA time (pro rata).
- Work collaboratively with Middle Managers and Senior Leadership Group to evaluate and review the curriculum.
- To exemplify a good standard of classroom practice, which meets the aims and objectives of the school.
- To establish appropriate levels of expectation of learning including standards of behaviour for learning and achievements.
- To ensure high standards of education is maintained at all times for all pupils and that all lesson plans and learning objectives are suitable to support personalised learning.
- To ensure policies and systems of tracking, monitoring, assessment and reporting are adhered to.
- To take personal responsibility for maintaining an awareness of current educational theory and practice relating to students with SEN.

### **2 PUPIL SUPPORT**

- To ensure that a high standard of physical and emotional care is maintained for all pupils.
- To work collaboratively with colleagues, parents/carers, educational psychologists and other agencies in implementing all pupil-centred documents.
- To participate in the review and evaluation of all pupil-centred plans.
- To complete Annual Reviews and target setting process for individual pupils.
- To liaise with colleagues in the use of communication and mobility aids to support learning.

### **3 EFFECTIVE DEPLOYMENT OF STAFF AND RESOURCES**

- To manage the class team of Co-Educators, Midday Co-Educators, volunteers and work experience placements to maximise pupil learning.
- To lead the class team meetings and pass action points to Middle Managers if required.
- To use school resources appropriately to support learning.

### **4 ACCOUNTABILITY**

- To provide information to the Headteacher, when appropriate.
- Implement the school's vision, values, aims and objectives.
- Assist the Senior Leadership Group in ensuring parents/carers and pupils are well informed about the curriculum, pupils attainment, progress and attendance.
- Be able to present aspects of your work and developments to the school Governors, parents/carers, inspectors, school support partners and the wider community, if appropriate to do so.

### **5 GENERIC**

- To participate in the development, implementation and review of school policies and procedures, as required.
- To participate in meetings with colleagues, parents/carers, Governors, external agencies and inspectors, as required.
- To contribute to staff INSET.
- To take responsibility for the safety and supervision of pupils on educational visits, writing and adhering to Risk Assessments.
- To undertake other duties allocated at the discretion of the Headteacher to meet the changing needs of pupils and the circumstances of the school, commensurate with the post.
- To show due regard for the Health and Safety Codes of Practice and Policy.
- To show due regard for school policies.