



## **PROSPER Learning Trust**

### **Job Description**

#### **Post Title**

Part-Time Teacher (0.6) at CNDS (Complex Neurodevelopmental Disorders Service)

#### **Salary Grade**

Main / Upper Pay Spine

#### **Main Responsibilities**

The following list is typical of the level of duties which the post holder will be expected to perform. It is not necessarily exhaustive and other duties of a similar type and level may be required from time to time.

#### **General**

To carry out the professional duties of a Teacher as set out in the School Teachers' Pay and Conditions Document. Carry out teaching duties in accordance with the school's schemes of work and the National Curriculum.

#### **Generic Responsibilities**

- 1 Establish a purposeful and safe learning environment and manage learners' behaviour constructively by establishing and maintaining a clear and positive framework for discipline and a supportive culture in line with the school behaviour policy.
- 2 Plan and timetable sessions and activities for children attending the Early Years Intensive Group (EYIG) the classroom base at Complex Neurodevelopmental Disorders Service (CNDS) a second opinion diagnostic assessment service.
- 3 Develop and deliver the National Curriculum differentiated to meet the child's needs.
- 4 Devise an individual assessment and therapeutic educational plan targeting the child's individual needs.
- 5 Contribute educational advice as part of a diagnostic assessment.
- 6 Be aware of and apply a range of teaching and learning strategies to ensure that the diverse needs of the children are met and excellence and enjoyment is achieved.
- 7 Demonstrate the positive values, attitudes and behaviour expected from learners.
- 8 Provide advice and strategies and recommendations to meet the child's needs in school and at home.
- 9 Communicate effectively and work collaboratively within and beyond the classroom with support staff, the members of the multidisciplinary team, parents and other professionals.
- 10 Contribute to the development and implementation of priorities, policies and activities

- in order to enable the achievement of whole school aims.
- 11 Promote the safeguarding and welfare of children and young persons the post holder is responsible for, or comes into contact with. Be aware of school policies and other guidance on the safeguarding and promotion of wellbeing of children and young people. Take appropriate action where required.
  - 12 To work effectively with / be aware of and assist integrated processes, such as Common Assessment Framework and local opportunities which support ECM and NCYPP aims for children, young people and their families .

### **Specific Responsibilities**

- 13 To plan on a daily basis for all children attending EYIG. The day consists of structured and less structured activities with the opportunity of building on the child's skills, respond to areas of difficulty and promote imaginative play and develop social and communication skills.
- 14 To monitor the delivery of set/planned objectives to pupils within the required subject area/s.
- 15 To maintain links with the child's home school.
- 16 Give advice on the development and wellbeing of children and young people, if required.

### **Other Specific Duties**

- To play a full part in the life of the school community and support the aims and ethos of the school by adhering to the school vision
- Set a good example in terms of dress, punctuality and attendance
- Uphold the schools' behaviour policy and code of dress for pupils
- To take responsibility for own professional development
- To engage actively in the performance review process
- Be courteous to colleagues and provide a welcoming environment to visitors

### **General**

The post-holder will be expected to undertake any appropriate training provided by PROSPER to assist them in carrying out any of the above duties.

The post-holder will be required to promote, monitor and maintain health, safety and security in the work place. To include ensuring that the requirements of the Health & Safety at Work Act, COSHH, and all other mandatory regulations are adhered to.

The school will endeavour to make any reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date shown, but, in consultation with you may be changed by the Head teacher to reflect or anticipate changes in school priorities or the job commensurate with the job grade and title.

**November 2019**