**THE NORTH & SOUTH WEST DURHAM LEARNING FEDERATION**

**THE OAKS SECONDARY SCHOOL**

**JOB DESCRIPTION – TEACHER (PUPILS WITH ASC)**

**RESPONSIBLE TO**: Executive Headteacher

**SALARY:** MPS/UPS + SEN1 (SEN2 dependent upon qualifications)

**MAIN RESPONSIBILITIES**:

1. Working with the ASC co-ordinator to ensure that effective and appropriate schemes of work are in place which meet the needs of all pupils and students
2. Undertaking and keeping up to date with relevant training relating to young people with ASC
3. Acting as co-ordinator of a particular subject or aspect dependent on the needs of the school to be negotiated following appointment
4. Creating and maintaining a safe, secure working environment
5. Keeping up to date with the requirements of the National Curriculum and other National Strategies for specified subjects
6. Planning and preparing lessons effectively and in line with school policies and procedures
7. Teaching specified subjects across the school, ensuring that the individual needs of each pupil/student are met, through appropriate teaching methods and the use of carefully selected resources, regularly reviewing own practice
8. Effectively planning for and deploying learning support assistants and/or supervisory assistants assigned to you
9. Assessing, recording and reporting pupil progress and achievement according to the policies and procedures of the school including providing or contributing to oral and written assessments, reports and references relating to individual pupils and groups of pupils and participating in arrangements for external examinations or other accreditation
10. Providing appropriate feedback to pupils in line with school policies
11. Promoting the general progress and well-being of individuals and groups of pupils/students
12. Supporting pupils to manage their behaviour, by setting a good example, using praise and reinforcement and following individual behaviour management plans, safeguarding the health and safety of all pupils and students in line with the school’s policy and practices for behaviour management, working in close co-operation and consultation with other staff, both on the school premises and when engaged in authorised school activities elsewhere
13. Encouraging pupils to take part in extra curricular activities
14. Developing and maintaining effective relationships with parents
15. Developing and maintaining good relationships and teamwork across the school
16. Working with outside agencies and members of the multi-professional team to ensure that the needs of each individual student are met
17. Providing an appropriately stimulating classroom atmosphere, keeping rooms tidy and attractive and promoting good standards of work
18. Contributing to displays in school
19. Participating in arrangements made for the performance management of teaching staff
20. Undertaking further training and professional development
21. Participating in staff meetings
22. Taking part in assemblies and acts of corporate worship
23. Liaising with other professionals in order to support successful transitions
24. Where necessary, delivering the curriculum through a programme of blended (for example face to face, or remote learning via TEAMS / SeeSaw).
25. Any other reasonable duties which may be asked by the executive head teacher/head of school to ensure the smooth running of the school

This job description is subject to regular change and may be altered to ensure the smooth running of the school

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any offer of employment will be subject to pre-employment and DBS Enhanced Disclosure checks.

**JOB DESCRIPTION – TEACHER (PUPILS WITH SLD)**

**RESPONSIBLE TO: Executive Headteacher/Head of School**

**SALARY: MPS/UPS + SEN1 (SEN2 dependent upon qualifications)**

MAIN RESPONSIBILITIES:

1. Working with subject co-ordinators to ensure that effective and appropriate schemes of work are in place which meet the needs of all pupils and students

2. Acting as co-ordinator of a particular subject or aspect dependent on the needs of the school to be negotiated following appointment

3. Creating and maintaining a safe, secure working environment

4. Keeping up to date with the requirements of the National Curriculum and other National Strategies for specified subjects

5. Planning preparing and delivering lessons effectively and in line with school policies and procedures, including online lessons where necessary.

6. Teaching specified subjects across the school, or a wide range of subjects to a static class, ensuring that the individual needs of each pupil/student are met, through appropriate teaching methods and the use of carefully selected resources, regularly reviewing own practice

7. Effectively planning for and deploying learning support assistants and/or supervisory assistants assigned to you

8. Assessing, recording and reporting pupil progress and achievement according to the policies and procedures of the school including providing or contributing to oral and written assessments, reports and references relating to individual pupils and groups of pupils and participating in arrangements for external examinations or other accreditation

9. Providing appropriate feedback to pupils in line with school policies

10. Promoting the general progress and well being of individuals and groups of pupils/students

11. Supporting pupils to manage their behaviour, by setting a good example, using praise and reinforcement and following individual behaviour management plans, safeguarding the health and safety of all pupils and students in line with the school’s policy and practices for behaviour management, working in close co-operation and consultation with other staff, both on the school premises and when engaged in authorised school activities elsewhere

12. Providing and encouraging pupils to take part in extra curricular activities

13. Developing and maintaining effective relationships with parents

14. Developing and maintaining good relationships and teamwork across the school

15. Working with outside agencies and members of the multi-professional team to ensure that the needs of each individual student are met, which may include production of reports, or attendance at meetings relating to specific students.

16. Providing an appropriately stimulating classroom atmosphere, keeping rooms tidy and attractive and promoting good standards of work

17. Contributing to displays in the wider school

18. Participating in arrangements made for the performance management of teaching staff

19. Undertaking further training and professional development.

20. Work in liaison with colleagues from the other schools within the Federation providing mutual support and sharing good practice.

21. Participating in staff meetings

22. Taking part in assemblies and acts of corporate worship

23. Liaising with other professionals in order to support successful transitions

24. Where necessary, delivering the curriculum through a programme of blended (for example face to face, or remote learning via TEAMS / SeeSaw).

25. Any other reasonable duties which may be asked by the Executive Head Teacher or Head of School to ensure the smooth running of the school

This job description is subject to regular change and may be altered to ensure the smooth running of the school

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any offer of employment will be subject to pre-employment and DBS Enhanced Disclosure checks.