

# Porters Grange Primary School and Nursery

## Job Description

**Post Title:** Special Needs Teacher (Qualified teacher) – SEND Teacher

**Responsible to:** SENCo

**Hours:** Full time

**Salary/Grade:** Main scale/UPR



### Particular Duties:

#### 1 Professional Values and Practices

- Maintain high expectations of all pupils; respecting their social, cultural, linguistic, religious and ethnic backgrounds; and commitment to raising their educational achievement
- Demonstrate and promote the positive values, attitudes and behaviour agreed and expected.
- Communicate sensitively and effectively with parents, carers and pupils.
- Understand the contribution that support staff and other professionals make to teaching and learning.
- Participate in professional discussion with an awareness of current educational issues.
- Be aware of and work within the statutory frameworks relating to teachers responsibilities.
- Uphold the professional code for a Registered Teacher in England.

#### 2 Knowledge and Understanding

- Have a secure knowledge and understanding of the Primary curriculum and SEND provision.
- Have a sound knowledge of how to use IT effectively throughout their professional role.
- Understand and fulfill the statutory requirements and responsibilities of the SEND Code of Practice, and know how to seek advice from specialists.

#### 3 Planning, Expectations and Targets

- Provide a stimulating environment that promotes inquiry, activity and encourages personalised learning.
- Create, and maintain learning plans for the children in the SEN bases
- Provide a calm atmosphere in which all members of the school community feel secure.
- Use a range of strategies to promote good behaviour and establish a purposeful learning environment.
- Ensure challenging teaching and learning objectives are set, which are relevant to all pupils.
- Select and prepare resources, taking account of pupils' interests and backgrounds, as appropriate.

#### 4 Monitoring and Assessment

- Make appropriate use of a range of monitoring and assessment strategies where appropriate and conduct suitable assessments to support SEND level of support or EHCP information/evidence.
- Involving pupils in reflecting on, evaluating and improving their own performance by giving immediate and constructive feedback.
- Assess pupils' progress accurately using, as relevant, the school assessment system. Evaluate and update individual learning plans regularly
- Support the SENDCo in the identification and support of SEND pupils, those who are working below age-related expectations, those who are failing to achieve their potential in learning, and those who experience behavioural, emotional and social difficulties.
- Liaise with class teachers and SENDCo about pupils' attainment and progress

#### 5 Teaching and Class Management

- Plan and deliver tailored learning plans for children in the SEN bases
- Set high expectations for pupils' behaviour and establish a clear framework for classroom discipline to anticipate and manage pupils' behaviour constructively, and promote self-control and independence.

- Plan and teach groups of children with significant SEND needs to support their knowledge and understanding of the core subjects
- Provide additional opportunities to consolidate and extend work carried out in the group, encouraging pupils to learn independently.
- Be a consistently good to outstanding teacher to support pupil groups and occasional class cover

#### **6 Curriculum Responsibilities:**

- Provide support and guidance to other Subject Leaders/Teachers/Year group leaders in relation to SEND adaptations
- Advise other staff on resources.
- Attend and provide appropriate INSET and meetings, where needed

#### **7. SEND Planning, Implementation and Co-ordination**

- To define relevant skills, techniques and concepts to be taught.
- In conjunction with the SENDCo, develop assessment processes which are compatible with the aims and objectives of the school.
- Liaise with key agencies including parents around all areas of SEND
- To conduct key SEND assessment to support the SENDCo

#### **8. General duties**

- To take part in the school's appraisal procedures.
- To undertake training and development appertaining to their role as SEND teacher
- Develop effective professional relationships with colleagues
- Promote the health, safety and well-being of the school community
- Duty to report any safeguarding concerns to the school's DSL as per the school's Child Protection and Safeguarding Policy/
- Uphold pubic trust in the profession, and maintain high standards ethics and behaviour as per the Portico Staff Code of Conduct.
- Make a positive contribution to the wider life and ethos of the school

This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out above. The duties may be varied to meet changed circumstances in a manner compatible with the post held.

The post holder is expected to show a responsible attitude toward Health and Safety and have due regard for their personal safety and that of others. The post holder will support, uphold and contribute to the development of the school's equal rights policies and practices in respect of both employment issues and the delivery of services to the community.

The school is fully committed to providing opportunities for your continuous professional development in the form of training, mentoring, shadowing, role enrichment, coaching, peer development, etc.

An employee of Portico Academy Trust has a duty to safeguard and promote the welfare of children.

**Last review date: May 2025**