**JOB DESCRIPTION**

**TEACHER – RODNEY HOUSE SCHOOL**

# Job Title: Teacher

**Salary:** Qualified / Unqualified Teacher, Main scale + SEN payment

**Job Purpose:** To undertake duties as outlined in line with the school Teachers’ pay and conditions document.

Designated time for planning, preparation and assessment will be given each week

# Responsible to: Headteacher

**Working in Collaboration with:**

Teaching and non-teaching colleagues; Health Authority Personnel; Parents; other agencies involved with individual children; local community.

**Main responsibilities include:**

* Overseeing the curriculum planning and delivery to reflect needs of children with significant SEND
* Collect and manage assessment data
* Prepare information to support statutory requirements regarding assessment and annual reviews
* Leading on a curriculum subject

**Responsibilities relating to:**

# Teaching and Learning

* To create and maintain, with the assistance of team members, a planned and stimulating learning environment both inside and in the outdoor area which allows children to make choices and decisions, establishes calm and appropriate behaviour, and ensures the effective delivery of the EYFS and National Curriculum as appropriate
* To organise, plan, prepare, participate in and evaluate activities appropriate to the needs and abilities of the children and maintain the continuous provision within the setting
* To devise and evaluate children’s individual education programmes.
* To use formative and summative assessments to inform future planning
* Create an atmosphere conducive to work and the establishment of good behaviour and work habits
* To monitor teaching and learning activities ensuring they meet the needs of children with SEND
* To ensure the primary care needs of the children are met
* To promote and sustain good relationships with parents.
* To involve parents in the education and assessment of their child

# Recording and Assessment

* To assess, record and report regularly to the Headteacher and parents on the development, progress, attainment and educational needs of the children
* Ensure robust systems of assessment for learning are fully implemented to support continued pupil progress
* To support children and their parents in the assessment process, in inclusion and transition into other schools

# Colleagues

* To work in conjunction with teaching and non-teaching staff
* Identify training opportunities for support team and non-teaching colleagues
* To be an excellent role model for a team of teaching assistants and visiting students, emphasising the needs for high standards in behaviour and dress at all times
* To liaise fully with physiotherapists, speech therapists and others working with individual children.
* To hold and participate in regular team meetings in order to discuss classroom management, children’s progress and needs.
* To participate in whole school activities
* To liaise and work with other professional colleagues as appropriate

# Curriculum

* To lead an Early Years Foundation Stage/National Curriculum area of learning by undertaking a series of clearly specified responsibilities. These will be undertaken with the support of a member of the senior leadership team with responsibility for curriculum and the Headteacher
* To take part in regular meetings to evaluate curriculum planning

# Professional Development

* To take an active part in staff development initiatives.
* To take responsibility for management of personal professional development priorities in consultation with the Headteacher.
* To share curriculum and professional expertise throughout the school as needed

# Safeguarding and Behaviour

* To lead on behaviour management
* To actively promote the wellbeing and safeguarding of the children at Rodney House

All staff are required to implement agreed school policies and practices.