Job Description

Job Title: SEND Teacher (EYFS Specialism)

School: Beech Academy (King Edward Primary Hub)

Employer: Nexus Multi Academy Trust

Salary: MPS / UPS plus SEND allowance

Responsible to: Deputy Headteacher (Hub Lead)

Responsible for: All pupils and adults in class.
Carrying out the professional responsibilities outlined below:

All teachers must always uphold the standards of personal and professional conduct, ensuring honesty and integrity prevails in every situation. Teachers must maintain appropriate professional boundaries and always respect the unique position of trust as a teacher.

Duties and Responsibilities:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of learning
- Always be an excellent classroom practitioner and lead by example
- Ensure all lessons are effectively planned and delivered in-line with the school's model for teaching & learning
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and purposeful use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate strong and up to date EYFS curriculum knowledge
- Participate in arrangements for preparing pupils for external tests

Whole school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values
- Actively participate in whole school self-evaluation and school improvement planning
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure coordinated outcomes

Health, safety and discipline

- Promote and prioritise the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Take part in the appraisal and professional development of others, where appropriate
- Engage in collaborative learning and development opportunities

Communication

- Communicate effectively with pupils, parents and carers and other colleagues

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

Management of staff and resources

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Manage the work of support professionals in the class to ensure they are effective practitioners and focused on teaching, learning and assessment.

Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the school

Other areas of responsibility

- Develop effective professional relationships with all key stakeholders including colleagues/parents/partners/external bodies and the wider community
- Participate in extra and co-curricular activities, in accordance with school policies and procedures
- Have a thorough understanding of the SEND Code of Practice and ensure this is reflected in teaching and contribute to the annual review process.

The post holder must always comply with the school's code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

Person Specification

QUALITIES	ESSENTIAL CRITERIA
Qualifications and experience	• Qualified teacher status • Relevant degree • Successful teaching experience across a range of subjects • Experience of working in a SEND setting (Desirable)
Skills and knowledge	• Secure knowledge and understanding of the Early Years Foundation Stage (EYFS) statutory framework. • Knowledge of effective teaching and learning strategies • A good understanding of how children learn • Ability to adapt teaching to meet pupils' needs • Ability to build effective working relationships with pupils • Knowledge of guidance and requirements around safeguarding children • Knowledge of effective behaviour management strategies • Good ICT skills, particularly using ICT to support learning
Personal qualities	• A commitment to getting the best outcomes for all pupils • Willingness to promote the ethos and values of the school • High expectations for children's attainment and progress • Ability to work under pressure and prioritise effectively • Commitment to always maintaining confidentiality • Commitment to safeguarding and equality • Commitment to collaboration and professional learning