



Job Description

Post:	English Teacher
Accountable to:	Senior Leadership Team
Salary:	Main Pay Scale (dependent on experience)
Main Purpose:	<p>This post is for an English Teacher responsible for the teaching of students with communication and interaction needs (Autistic Spectrum Condition) and anxiety. All students have an Education Health and Care Plan.</p> <p>The following responsibilities are consistent for all Subject Teachers. Terms and Conditions of employment cover all posts. All teachers will be expected to be able to teach a second subject in school. All teachers will be expected to meet the appropriate Teacher Standards.</p>
Job Purpose:	<ul style="list-style-type: none"> • Teach English. • Be accountable for student progress and attainment levels within the class/subject area • Ensure that strategies are in place to maximise levels of attainment in English • Contribute to the strategic leadership of the school, supporting the English Lead in developing, implementing and evaluating systems, policies and procedures for English • Actively promote Mill House School and liaise with outside agencies as necessary, • Plan and teach inspirational, specialist and highly differentiated lessons to secondary aged SEND classes particularly those learners with Autistic Spectrum Disorders and other related conditions • Provide a quality of teaching and learning provision that can be judged to be at least 'good' (according to the Ofsted evaluation framework) and ensures all students make at least good progress • Be accountable for the attainment and progress of all students who are taught by the post holder • Make accurate and productive use of assessment, to promote good pupil progress and emotional development, including the use of Boxall Profiles each term • Provide a stimulating and well-structured learning environment suitable for pupils with special educational needs • Know pupils PLP's and adapt lessons accordingly. • Supervise and guide the work of any support staff • Provide pastoral support and guidance for all students in the post holder's care, classes or tutor group. • Contribute to the overall development work of teaching and learning within MHS.

Teaching:	<ul style="list-style-type: none"> • Implement the MHS Teaching and Learning model. • Set clear learning objectives and plan for and teach across the whole age and ability range for an appropriate proportion of the week • Use data to plan lessons and learning materials to motivate and support all students to make at least good progress • Have high aspirations and set challenging targets for all students • Set high expectations for students' behaviour, learning, motivation and presentation of work by establishing a purposeful working atmosphere and providing challenging and inspirational learning experiences • Work in collaboration with Teaching Assistants assigned to any teaching group/student within the group • Take account of students' prior attainment, learning styles and needs and use them to set appropriately challenging targets and learning activities • Promote and develop literacy and numeracy skills throughout teaching and learning activities so that literacy and numeracy do not present barriers to learning.
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	<ul style="list-style-type: none"> • Liaise with the SEND team to coordinate intervention activities for those students who need support to boost attainment/progress or who require additional challenge • Set work for students absent from school for health or disciplinary reasons. • Manage the behaviour and discipline of students within the classroom in line with the school's Behaviour for Learning Policy • Ensure that teaching room, resources and equipment are maintained in good order, with particular regard to Health & Safety and security of property • Use ICT and other technologies and learning resources as learning tools to inspire and motivate learners. • Ensure that a stimulating learning environment is maintained in the classroom, including provision of a high quality of display.
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Assessment Recording and Reporting	<ul style="list-style-type: none"> • Maintain notes and plans of lessons undertaken and records of students' work, their attendance and attainment • Mark, assess and return students' work in line with school policy, providing constructive oral and written feedback with clear targets and guidance for future improvement • Keep high quality records to promote tracking and monitoring of student progress using data and teacher assessment records. • Use data and teacher records to set aspirational targets and plan challenging activities • Report and record student attainment, progress and results of assessments within the school's recording and reporting structure • Set and mark examinations assessments and coursework as assigned by the Subject Leader or member of SLT • Attend the appropriate Parent/Teacher Evenings and individual meetings to keep parents/carers informed as to attainment and the progress of their child towards targets • Be familiar with school records and information relating to students who have additional needs (including those who are gifted and talented) and use this information to ensure all students can access the curriculum and are supported to attain well and make at least good progress.
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Pastoral Responsibilities:	<ul style="list-style-type: none"> • Take responsibility for promoting and safeguarding the welfare of children and young persons • Participate in the pastoral organisation of the school as a key worker for small groups of children • Be the first point of contact for parents/carers in the assigned key worker group. • Monitor and set targets for the social and academic progress of individuals in the tutor group • Undertake responsibility for the delivery of individual interventions to the key worker group as required • Promote good attendance and punctuality and monitor in accordance with the school's Attendance Policy providing support/intervention for those who find it hard to maintain high standards.
General Professional Responsibilities:	<ul style="list-style-type: none"> • Attend meetings as part of the agreed meeting cycle • Undertake professional development identified through the probation, performance management/appraisal structure and as organised for staff to promote individual and whole school improvement work • Support and implement all relevant school policies • Act as a role model to students in respect of dress, attendance and punctuality and general conduct • Ensure that all deadlines are met as published in advance. • Undertake professional duties and responsibilities necessary for the smooth running of the school, as may be reasonably assigned to them by the Headteacher and other members of SLT (e.g. duties, emergency cover) • Provide a model of high-quality professional practice.

This is the current job description and is subject to annual review and may, after discussion with the teacher, be changed.



Person Specification

Position: English Teacher (Secondary)

Mill House School is dedicated to appointing the best possible candidate for the position of English teacher.

The successful candidate will have the ability to motivate and inspire those that they work with, break through the barriers of expectations and harness all opportunities to create a climate of success and achievement for all.

Teachers at Mill House School will want to make a difference. They will bring a wealth of innovative and outstanding ideas to engage all stakeholders.

	Essential	Desirable	Evidenced in
Education and Qualifications			
Qualified Teacher Status	<input type="checkbox"/>		Application Interview References
Evidence of additional experience, study or qualification with pupils with special educational needs	<input type="checkbox"/>		Application Interview
Evidence of continuous professional development	<input type="checkbox"/>		Application
Experience			
Proven ability as an excellent Classroom Teacher	<input type="checkbox"/>		Application Interview References
The teaching of pupils with special educational needs	<input type="checkbox"/>		Application Interview References
Evidence of, or willingness to take up subject or aspect leadership responsibility, leading by example and motivating and empowering a committed staff team		<input type="checkbox"/>	Application Interview
Experience of National Curriculum development and curriculum modification for pupils with special educational needs	<input type="checkbox"/>		Application Interview
Knowledge and Skills			
Professional knowledge of what constitutes high quality and standards in teaching and learning	<input type="checkbox"/>		Application Interview References
SEND Code of Practice; Children and Families Act 2014; The National Curriculum; Progression Guidance	<input type="checkbox"/>		Application Interview References
Current SEN educational legislation and the implications for whole school development – with reference to the Code of Practice.	<input type="checkbox"/>		Application Interview References

A range of assessment tools, particularly in relation to SEN needs	<input type="checkbox"/>		Application Interview References
Professional understanding of inclusion and strategies for engaging all learners	<input type="checkbox"/>		Application Interview References
Professional understanding of safeguarding within a school setting	<input type="checkbox"/>		Application Interview
Ability to write reports, keep accurate records and communicate effectively	<input type="checkbox"/>		Application Interview References
Knowledge and Skills			
Effective organisational skills	<input type="checkbox"/>		Application Interview References
Ability to work well with a range of audiences, including parents/carers and other professionals	<input type="checkbox"/>		Application Interview References
Ability to use a positive approach to promote learning and excellent behaviour	<input type="checkbox"/>		Application Interview
Confident and competent in the use of ICT	<input type="checkbox"/>		Application Interview References
Ability to work as part of a team		<input type="checkbox"/>	Application Interview References
Understanding of curriculum and assessment of pupil progress	<input type="checkbox"/>		Application Interview References
Understanding of cross-curricular teaching	<input type="checkbox"/>		Application Interview References
Understand procedures and legislation relating to confidentiality	<input type="checkbox"/>		Application Interview
Personal Attributes			
Resilience, the ability to work under pressure and be able to meet deadlines	<input type="checkbox"/>		Application Interview References
Proven ability to be flexible and to be able to prioritise workloads	<input type="checkbox"/>		Application Interview References
Ability to work effectively and supportively within MHS team	<input type="checkbox"/>		Application Interview References
Excellent communication and organisational skills (including written and oral skills)	<input type="checkbox"/>		Application Interview References
Ability to work in a way that promotes the safety and wellbeing of children and young people.	<input type="checkbox"/>		Application Interview References

Ability to work creatively and collaboratively	<input type="checkbox"/>		Application Interview References
Demonstrably professional, honest and loyal	<input type="checkbox"/>		Application Interview References
Ability to make and justify difficult decisions	<input type="checkbox"/>		Application Interview
Personal Attributes			
Commitment to our pupils and their learning, wellbeing and safety	<input type="checkbox"/>		Application Interview
Committed to equality	<input type="checkbox"/>		Application Interview
Ability to establish rapport and respectful and trusting relationships with children, their families, carers and other adults	<input type="checkbox"/>		Application Interview References
Able to build and maintain successful and purposeful relationships	<input type="checkbox"/>		Application Interview
Passionate about teaching and learning	<input type="checkbox"/>		Application Interview
Open-minded, self-evaluative and adaptable to changing circumstances and new ideas	<input type="checkbox"/>		Application Interview
Willingness to be involved in the wider life of the school		<input type="checkbox"/>	Application Interview
Bring personal interests and enthusiasms to the school community		<input type="checkbox"/>	Application Interview