



## Job Description

<b>Job Title:</b>	Teacher of SEND
<b>Date last reviewed:</b>	June 26
<b>Grade of post:</b>	M3-U3
<b>Location:</b>	Tower Hill School
<b>Line Manager:</b>	Headteacher
<b>Disclosure Level:</b>	Enhanced DBS

### Job Purpose:

- Under the overall direction of the Headteacher:
- Play a major role in formulating the aims and objectives of the Burrow classroom and help to establish the policies through which they are to be achieved
- Be responsible for the standards and curriculum of all pupils including monitoring of progress towards achievement
- Proactively manage staff and resources
- Carry out the professional duties of a teacher as required
- Take responsibility for child protection issues as appropriate
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school

### Main Responsibilities:

- To carry out the professional duties of a teacher under the teacher's contract (as defined in the most recent school teachers' pay and conditions document) ensuring the education and welfare of a class/group of pupils having due regard to the school's aims, values and curriculum.
- To teach children and support their pastoral care within the Burrow Classroom and ensure that a high standard of care for all children is maintained.
- To develop and implement equality of opportunity effectively throughout the school.
- To develop and maintain positive and effective professional relationships with colleagues, parents/carers, the local community and Governors
- Take appropriate responsibility for one's own health, safety and welfare and the health and safety of children, visitors and work colleagues in accordance with the requirements of legislation and locally-adopted policies; including taking responsibility for raising concerns with an appropriate manager.

### Leadership:

- Lead by example to motivate and work with others
- Lead by example when implementing and managing change initiatives
- Help to promote a culture of inclusion within the school community where all views are valued and taken into account
- Be an excellent role model, exemplifying a high standard of teaching and promoting high expectations for all members of the school community



### **Strengthening community:**

- Ensure that parents/carers and children are well informed about the curriculum, attainment and progress and are able to understand and contribute to targets for improvement
- Organise and conduct meetings where appropriate with parents and carers to ensure positive outcomes for all parties
- Promote positive relationships and work with colleagues in other schools and external agencies

### **Trustwide Responsibilities for All Employees:**

- To support teaching and learning by providing high quality support as part of a committed and flexible team;
- At all times act in accordance with agreed local and national policies and procedures;
- Contribute to the overall ethos/work/aims of the River Learning Trust;
- Appreciate and support the role of other professionals;
- Attend and participate in relevant meetings as required;
- Participate in training and other learning activities and performance development as required;
- Carry out other duties as required from time to time by line manager;
- Follow the Trust's Health and Safety rules and procedures and adhere to safeguarding principles.
- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.
- Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description

*Tower Hill School and The River Learning Trust are committed to safeguarding and promoting the welfare of all children and preventing extremism; all staff must ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. The successful candidate will be required to undergo an Enhanced Disclosure from the Disclosure and Barring Service (DBS) and obtain any other statutorily required clearance. Employment will also be conditional on the receipt of at least two acceptable references (1 from current/latest employer) and evidence of the formal qualifications required for the role.*