



Job Description

Job Purpose

- To teach and help pupils learn according to their individual needs
- To use a variety of teaching methods which will stimulate learning, appropriate to pupil needs, overcoming their barriers to learning.
- To assess record and report on the attendance, progress and development and attainment of pupils and to keep such records as required.
- To be responsible for the day-to-day work and management of the class and the safety and welfare of the pupils, during on-site and off-site activities.

Main duties and responsibilities

- Be responsible for a class of children with learning difficulties, autism and associated challenging behaviours.
- To plan and prepare lessons in order to deliver an appropriate curriculum ensuring that individual needs are met.
- To identify clear learning outcomes, with appropriate challenge and high expectations.
- To maintain good order and discipline among the pupils, safeguarding their health and safety.
- To plan opportunities to develop the social, emotional and cultural aspects of pupils' learning.
- To maintain a regular system of monitoring, assessment, record-keeping and reporting of young people's progress.
- To prepare appropriate records for the transfer of pupils.
- To ensure effective use of support staff within and outside the classroom.
- To participate in staff meetings as required.
- Contribute to the development and co-ordination of particular areas of the school provision.
- To be part of a whole school team, actively involved in decision-making on the preparation and development of policies and programmes of study, teaching materials, resources, methods of teaching and pastoral arrangements.
- To ensure that school policies are reflected in daily practice.
- To communicate and consult with parents.
- To liaise with outside agencies.
- To continue professional development.
- To support the Headteacher of the School and the CEO and members of the Endeavour Multi Academy Trust in promoting the ethos of the school.
- To promote the welfare of young people and to support the school in safeguarding young people through relevant policies and procedures.
- To promote equality as an integral part of the role and to treat everyone with fairness and dignity.
- To recognise health and safety is a responsibility of every employee, to take reasonable care of self and others and to comply with the Schools Health and Safety policy and any school-specific procedures / rules that apply to this role.

An annual review of this job description and allocation of particular responsibilities will take place as part of the Performance Management Review.

