



Candidate information

Key Stage 3 teacher

(maternity cover)



Welcome

Thank you for expressing an interest in the post of **SEN Class Teacher (Maternity cover) in Key Stage 3.**

The Governing Body are looking to recruit an inspirational teacher to be an integral part of the next phase of our development. You will have a passion for teaching, the skills to inspire our students and staff to succeed and the desire to play a central role in our school vision: to ensure that all our students receive the highest quality of education, achieving the very best that they can in a supportive and vibrant school community. West Lancashire Community High School is a place of high expectations where everyone is challenged and supported to flourish and fulfil their aspirations.

We invite applications from persons with relevant experience, drive and determination. The post is for a maternity cover, full-time class teacher, teaching students with generic learning difficulties. Each class teacher is a subject leader and you will be expected to develop and lead in that subject across school, supporting other teachers in its delivery.

The salary for the post is offered at either the Main Pay Scale or Upper Pay Scale for Teachers plus a SEN allowance, dependant upon qualifications and experience. In addition, we also offer a number of staff benefits which includes access to an Employees Assistance Programme, free uniform, free parking and regular CPD opportunities.

The post is covered by the Rehabilitation of Offenders (Exceptions) Act 1975. If successful, you will be required to apply to the Disclosure and Barring Service for an Enhanced Disclosure. References will be sought for all applicants.

We will always consider your references before confirming a job offer in writing.

The closing date for the post is **Friday 22nd September 2023 at 9.00 am.** We require the successful candidate to be in post by 1st January 2024.

If you decide to apply for the post, please return the application form and letter by email to the School Business and Premises Manager: Business.manager@westlancs.lancs.sch.uk

We look forward to hearing from you in the near future.

Lee Fazackerley,

Headteacher

About us

West Lancashire Community High School is a vibrant generic learning difficulties school and has previously been inspected by Ofsted and rated good. Our students all have an Education Health Care Plan. We currently have 140 students on roll, students are aged between 11 and 19 years. Our school is organised into three key stages/departments Key Stage 3, Key Stage 4, Key Stage 5.

At West Lancashire Community High School, we want our students and young adults to be the best they can be within an environment which challenges and supports. We focus upon academic, social and emotional development and progress but equally important to us is the development of independence skills to enable all to achieve, stand out as valued member of their communities and successfully meet the varying demands of an ever-changing society.

It is our dedication to achieving three core principles that allow us to develop students and young adults that are resourceful, resilient and that approach challenges with a 'can do', 'nothing is impossible' attitude. These are:

- Providing the highest quality of specialist teaching and learning experiences for all students and young adults
- Providing a curriculum that meets the needs and aspirations of all students and young adults
- Providing the highest standard of care, support and guidance to allow every student to achieve 'their' success.

We aim to provide an educational experience focused on improving education experiences and outcomes for all by:

- Developing well rounded individuals, that demonstrate greater resilience, determination and strength of character to succeed
- Equipping students and young adults with the skills to access increased opportunities and enhance their life chances
- Insisting on high expectations and challenge
- Developing an aspirational school community
- Engaging all parents and carers.

If you want to find out more about our school, please visit our website www.westlancs.lancs.sch.uk or contact the School Business and Premises Manager to arrange a visit: business.manager@westlancs.lancs.sch.uk

Job Description

JOB TITLE	Teacher
	Main Pay Scale /Upper Pay Scale plus SEN points 1 or 2 as appropriate
RESPONSIBLE TO	Headteacher/Deputy/Department Lead
STAFF RESPONSIBLE FOR	Teaching assistants and HLTAs

To be responsible for a class including development and delivery of teaching and learning. Responsible for subject leadership

The duties outlined in this description are in addition to those covered by the latest School Teachers' Pay and conditions document. It may be modified by the Headteacher with agreement to reflect or anticipate changes to the post, commensurate with the salary and job title.

TEACHING AND LEARNING

- Identify and adopt the most effective teaching approaches for students with an increasingly wide range of SEN
- Monitor teaching and learning activities and adjust these to meet the needs of students in this school both currently and in the future
- Liaise with colleagues to deliver units of work in a collaborative way
- Direct Teaching assistants and HLTAs to ensure the best teaching and learning experiences for our students in subjects and life skills
- Set and monitor targets for student achievement levels
- Set work for students, including those absent from school (eg long term hospitalisation)
- Demonstrate good practice in the teaching areas of responsibility and attend appropriate in-service training

ASSESSING, MONITORING AND REPORTING

- Assess, record and monitor students' work and set targets
- Incorporate core subject targets for individuals into planning for all teaching

- Observe teaching of the lead subject on occasions by colleagues
- Assist colleagues with planning and assessment of the lead subject, developing records/assessment sheets/portfolios of evidence
- Provide assessment reports to monitor student's progress towards targets
- Ensure that the school follows statutory and school advice regarding the teaching of the subject

STANDARDS AND QUALITY ASSURANCE

- Support the aims and ethos of the school
- Support the school's aim in promoting the positive profile of SEN, within the wider community
- Support and contribute to positive links with other school and agencies
- Set a good example to the school community in terms of dress, punctuality, conduct and attendance

OTHER DUTIES AND RESPONSIBILITIES

- To ensure the development of subject(s) within their responsibility by synthesising all subject tracking, producing an annual report and identifying progress through the School Development Plan
- Undertake personal reading to keep up to date with current issues, developments and new resources
- Liaise with parents, professionals and other members of the school community as appropriate and attend consultation evenings
- Work with the Code of Practice relating to Special Educational Needs
- Attend and participate in school activities
- Undertake other duties in line with the role, as appropriate

Equal Opportunities

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

Health and Safety

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.

Safeguarding Commitment

This school is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Person Specification

Note: Candidates failing to meet any of the essential criteria will automatically be excluded

(A) TRAINING AND QUALIFICATIONS

	Desirable/Essential	Evidence
Qualified teacher status	E	A/I
Degree	E	A
Recent participation in a range of in-service training	E	A/I

(B) EXPERIENCE OF TEACHING AND EDUCATIONAL MANAGEMENT

Teaching experience	Desirable/Essential	Evidence
<ul style="list-style-type: none"> in a similar school 	D	A/I
<ul style="list-style-type: none"> relevant experience across a range of SEN and learning a 	E	A/I/L
<ul style="list-style-type: none"> experience of working with secondary aged students 	D	A/I/L
<ul style="list-style-type: none"> experience of working with students on the autistic spec 	D	A/I/L
<ul style="list-style-type: none"> experience of working with students with PMLD 	D	A/I/L
<ul style="list-style-type: none"> experience of line management of staff in an educationa 	D	A/I

(C) PROFESSIONAL KNOWLEDGE AND UNDERSTANDING

Applicants should be able to demonstrate a good knowledge and understanding of the following areas relevant to the phase :	Essential/Desirable	Evidence
Students' early educational development	E	A/L/I/R

Subject Co-ordination	D	A/L/I/R
Curriculum and assessment, including subjects and cross curricular aspects	E	A/L/I/R
Implementing effective teaching and learning strategies	E	A/L/I/R
School improvement strategies, including ability to use comparative data to inform decisions and to set targets	E	A/L/I/R
Local and national policies, priorities and statutory frameworks	E	A/L/I/R
Application of ICT to teaching, learning and management	E	A/L/I/R
Knowledge of a specialist area of SEN, for example, autism; medical needs; communication difficulties; sensory; physical	E	A/L/I/R

(D) PERSONAL SKILLS AND ATTRIBUTES

Applicants should be able to provide evidence that they have the necessary personal skills and attributes required by the post	Essential/Desirable	Evidence
Positive approach to working	E	I/R
Successful leadership (at subject leader level)	E	I/R
Ability to line manage staff	E	I/R
Good communication skills relevant to the target audience	E	I/R
Inter-personal skills	E	I/R
Ability to develop and maintain professional working relationships across the school community	E	I/R
Ability to prioritise time effectively	E	I/R
Self-confidence, presence and enthusiasm	E	I/R
Commitment and integrity	E	I/R
Versatile and solution focussed	E	I/R

(E) APPLICATION FORM AND LETTER

The Application Form should be fully completed, addressing the criteria as outlined on the person specification and free from errors. The covering letter should be clear (no more than 2 sides of A4, Arial 10 font) and concise and related to the specific post.

(F) CONFIDENTIAL REFERENCES AND REPORTS

References should provide a strong level of support for relevant professional and personal knowledge, skills and abilities referred to above.	E
Positive recommendation from current employer	E