|  |
| --- |
| **School Vision** |
| Our vision is to guarantee a specialist provision which will empower Deaf children and prepare them for the modern world. |

|  |
| --- |
| **Employment Details** |
| **Job Title** | Qualified Teacher of the Deaf (or working towards) |
| **Post** | Full Time Class Teacher. |
| **Salary / Grade** | MPS/UPS (according to experience) plus SEN Allowances for working in a Special School and an additional SEN allowance for Teacher of the Deaf qualification. |
| **Applicable contract terms and duties** | This job description is to be performed in accordance with the provisions of the School Teachers Pay and Conditions Document and within the range of duties set out within the document so far as relevant to the title and salary grade. The post is otherwise subject to the Conditions of Service for schoolteachers in England and Wales and to locally agreed conditions of employment. Copies of the relevant documents are available for inspection at the school. |
| **Accountabilities** | The post holder is accountable to the Headteacher, Deputy Headteacher & the Governing Body. The post holder will also be responsible for the supervision of any classroom assistant(s).The post holder is also accountable for the education and welfare of children in accordance with the national conditions of service and the quality of learning and achievement of all pupils in the class in accordance with the school policies. |

|  |
| --- |
| **General Responsibilities**  |
| Support the policies, ethos and vision of the school and actively promote high levels of achievement for all of our children. |
| Formulate and promote the aims and objectives for children in our care. |
| Seek and implement areas for the school improvement and the development of staff. |
| Evaluate the effectiveness of the provision in the key stage in close collaboration with the leadership team. |
| Act in accordance with the SEN policy and SEN Code of Practice. |
| Maintain discipline in accordance with the policies and guidance within school. |
| Contribute to meetings, discussions and management systems necessary to support the work of the school as a whole. |
| Be aware of and comply with policies and procedures relating to the Staff Handbook (including Code of Conduct), Safeguarding/Child Protection, Equality Legislation, Health and Safety, confidentiality and GDPR, reporting concerns to an appropriate person. |
| Contribute to the overall inclusive ethos/work/aims of the school. |
| Have a good level of ICT skills & knowledge |
| Establish constructive relationships and communicate with other agencies/professionals, in liaison with other staff, to support achievement and progress of pupils. |
| Participate in the appraisal process, taking personal responsibility for identification of learning, development and training opportunities in discussion with SLT. |
| Ensure that all duties and services provided are in accordance with the schools Single Equalities Policy. |

|  |
| --- |
| **Teaching and Development** |
| Be a role model in the teaching and learning programmes for deaf pupils and inclusive practice. |
| Keep up to date with current issues and practices which relate to the education of deaf pupils. |
| Lead the team in the planning and delivery of a creative and stimulating curriculum. |
| Demonstrate a high level of subject knowledge. |
| Ensure the curriculum supports a range of learning styles and develops children’s independence. |
| Take responsibility for high quality teaching provision. |
| Ensure curricular policy development is focused on continuous improvement. |
| Ensure all pupils are able to learn and achieve to the best of their various abilities. |
|  |
| Monitor the progress of the pupils and report evaluated data to the Headteacher. |
| Work in partnership with the Leadership Team to monitor the success of the teaching of the curriculum and manage areas for improvement. |
| Organise opportunities for pupils which are appropriate to the curriculum. |
| Share and model outstanding practice. |
| Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop. |
| Ensure that all pupils and colleagues are included in all aspects of school life through a positive attitude to deafness and management of communication issues. |
| Provide regular information for parents in accordance with school policy and procedures. |

|  |
| --- |
| **Key tasks**  |
| Act as a role model for members of staff and pupils. |
| Liaise with other colleagues to ensure a smooth transition for all pupils. |
| Develop appropriate learning resources and supervise the work of Teaching Assistants. |
| Complete EHCP Annual Review documentation according to planned timelines. |
| Liaise with Educational Psychologist, Speech Therapist and other professionals with reference to EHCP’s and other matters. |
| Organise and update timetable arrangements for pupils. |
| Together with colleagues provide a safe challenging and stimulating environment for children’s learning. |

|  |
| --- |
| **Leadership and Management**  |
| Work with the Senior Leadership Team to ensure the successful implementation of school’s policies and procedures. |
| Establish and maintain positive working relationships with all members of staff. |
| Provide support and guidance for members of the Class/ School Team. |
| Lead all EYFS training and development activities and evaluate the outcomes. |
| Organise and manage the day to day running of teaching, including efficient use of teaching resources. |
| Plan and lead meetings and ensure effective communication with staff. |
| Support the Senior Leadership Team in the performance management of staff. |
| Assist the Senior Leadership Team in the review and evaluation of policies and procedures. |
| Manage own professional development by attending training opportunities such as in service training. |
| Keep up to date with current thinking and progression. |
| Carry out self-evaluation activities to identify areas of strength and areas to develop. |
| Create and execute action plans to improve standards. |
| Review, contribute to, and implement policies. |
| Adhere to all necessary statutory regulations. |
| Ensure all pupils, including pupils with additional SEND needs and pupils receiving Pupil Premium are considered within curriculum planning and are supported accordingly. |
| Ensure the structure of lessons is well developed and sequenced to build pupils knowledge and skills. |
| Undertake regular monitoring and evaluation activities to include planning sampling, work sampling, pupil interviews, lesson observations etc. |
| Collect and collate assessment information. |
| Leading discussions in staff meetings, Governor meetings or as part of INSET training. |
| Providing guidance to colleagues on content methodology and resources. |
| Representing the school in cluster groups. |

|  |
| --- |
| **Subject Co-ordination** |
| Work with the Senior Leadership Team to ensure the successful implementation of school policies and procedures. |
| Co-ordinate and lead curriculum subjects as agreed, formulate and review as appropriate the necessary documentation and policies. |
| Manage own professional development by attending training opportunities such as in service training. |
| Undertake regular monitoring and evaluation activities to include planning sampling, work sampling, pupil interviews, lesson observations etc. |
| Identify and lead next steps in subject development such as teaching, progression documents/ assessments specific to pupils at RCPS. |
| Collect and collate subject assessment information. |
| Support subject discussions in staff meetings, Governor meetings or as part of INSET training. |

|  |
| --- |
| **Communication** |
| Ensure parents are well informed about the curriculum as well as their child’s progress and targets. |
| Develop and maintain effective relationships with parents, colleagues, the Governing body and the Local Community. |
| Develop and maintain links with the LA advisory and support services. |
| Actively communicate with the local community for opportunities to extend the curriculum and enhance teaching and learning. |
| Provide necessary information to the Governing Body to ensure it meets statutory requirements.  |

|  |  |
| --- | --- |
| **Entitlements** | * Training and development through the school’s INSET Programme.
* Appropriate professional support from the Senior Leadership Team.
* To be consulted before any changes to this job description are made.
* Access to Wellbeing and Supervision provided by the school.
* Bi-annual Appraisal
 |
| *The duties above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.* |
| **Prepared by** | Sofia Parveen, Headteacher  | Date: 17/09/2024 |
| **Signed by** |  |  |

*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. The post is therefore subject to an enhanced DBS clearance and references will be taken up before a job offer is confirmed.*

*The post you are applying for is covered by the Rehabilitation of Offenders (Exceptions) Act 1975.*

*Lancashire County Council is a Smoke-free employer*