



JOB TITLE: LEAD TEACHER FOR THE SPECIALIST RESOURCE PROVISION

REPORTS TO: EXECUTIVE HEADTEACHER, HEAD OF SCHOOL

SALARY RANGE: TEACHERS' PAY SCALE (MAIN OR UPPER) (+ SEN Point)

1. Purpose of the job

To provide leadership and day-to-day management of staff within the Specialist Resource Provision and to share the leadership of this provision within the school

2. Main duties

All teachers work within the statutory conditions of employment set out in the current School Teachers' Pay and Conditions Document. The duties listed below are not, therefore, an exhaustive list of what is required.

- ② Take overall responsibility for the quality and standards and coordination of teaching, planning, and learning across the **Specialist Resource Provision**. This includes **evaluating achievement, attainment and pupil progress data and providing reports** to the senior management team, governors, or **the Local Authority** as required.
- ② Provide **management across the Specialist Resource Provision** in ensuring that **all teaching** is delivered to a high standard.
- ② Ensure the effective transition and progress of pupils from **the Specialist Resource Provision to mainstream settings and Further Education Provision**.
- ② Managing and facilitating the induction process of new members of staff within the **Specialist Resource Provision** and contributing to the recruitment, selection, appointment and **Continuing Professional Development of staff in the Specialist Resource Provision in collaboration with external partnership agencies**.
- ② Be responsible for the quality of the teaching and learning of all pupils who are assigned to the post holder **taking into account specialist literacy teaching skills for groups of children within the SRP and the impact of their difficulties in accessing the curriculum**.
- ② Plan and teach well-structured **differentiated** lessons to assigned groups of children within the SRP, following the school's plans and curriculum.
- ② Assess, monitor, record and report on the learning needs, progress, and achievements of assigned pupils

Executive Headteacher: Mrs T Skeggs

Head of School: Mrs M Newhouse

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- ⑦ Communicating effectively with pupils, parents/carers, colleagues, wider school community and governors.
- ⑦ Supervise the work of any support staff, including higher level teaching assistants and support teachers,
- ⑦ who are assigned to work with the post holder's pupils.
- ⑦ Provide leadership across the school in a designated subject or curriculum area, this to include:
 - ⑦ monitoring quality and standards
 - ⑦ contributing to school planning and self-evaluation
 - ⑦ providing professional support to other teachers and support staff
 - ⑦ advising the Headteacher on appropriate resources and materials
 - ⑦ leading appropriate professional development.

3. Qualifications

- ⑦ Qualified Teacher Status
- ⑦ Experience of teaching children with speech, language, literacy, and social communication difficulties
- ⑦ Evidence of continuing professional development and interest in the areas listed in bullet point two
- ⑦ Preferred but not compulsory: Additional training in ELKLAN or other specific training for supporting children with Language disorders and/or Social Communication difficulties including Autism e.g., post graduate qualification
- ⑦ Demonstration of awareness of Language Disorder & social communication difficulties and how these impact on daily living, learning, & relationships & emotional wellbeing and knowledge of where to find out more, knowledge of public awareness campaigns and key organisations
- ⑦ Demonstration of basic awareness of/ interest in understanding more about speech sound disorders and their potential impact on Children and young people (CYP).
- ⑦ Specialist literacy teaching skills and awareness of / concern for impact of speech and language difficulties and social communication difficulties on literacy and learning
- ⑦ Experience of collaborative working with a range of external agencies e.g., advisory services, and therapies
- ⑦ Experience of teaching and differentiating teaching and learning for CYP with speech, language and literacy difficulties and social communication difficulties and training/supporting mainstream staff in this
- ⑦ Experience or skills in engaging with parents around communication difficulties and their impact
- ⑦ Evidence of additional training /CPD in speech and language difficulties and how to support and skill up staff.

4. Job context

The school welcomes teachers of high professional standard and shares the responsibility with each teacher for continual review and the development of expertise.

All teachers make a valuable contribution to the school's development and, therefore, to the progress of all pupils. All teachers, except those who are newly qualified, will have a lead responsibility for curriculum area across the whole school and will be supported in that role by their line manager. All teachers make a valuable contribution to the school's development and, therefore, to the progress of all pupils. **The Lead Teacher will have lead responsibility for teaching and learning within the SRP** and will be supported in that role by their line manager.

5. Review of duties

The specific duties attached to any individual teacher are subject to annual review and may, after discussion with the teacher, be changed.

This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the DBS as part of Hertfordshire County Council's preemployment checks. Please note that additional information referring to the Disclosure and barring Service is in the guidance notes to the application form. If you are invited to an interview you will receive more information.

This role will be reviewed annually as part of the PMD process

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.

Signed Date

Print Name