



Aspirational • Collaborative • Joyful • Compassionate

Job Description	
Job title	Teacher
Location	St Elizabeth's Centre, SG10 6EW
Responsible to	Pathway Leader
Accountable to	Director of Children's Education
St Elizabeth's	
Based across 60 acres of beautiful countryside in Much Hadham, Hertfordshire, St Elizabeth's is a charity supporting children, young people and adult day clients with epilepsy and other complex medical conditions, the severity of which impacts upon their health, social, behaviour, learning and emotional development.	
Scope of the role	
The Teachers' Pay and Conditions Document specifies the general professional duties of a Teacher. In addition, certain particular duties, as outlined below are reasonably required to be exercised and completed in a satisfactory manner.	
Main duties and responsibilities	
The post holder will:	
<u>Teaching and Learning</u> • Adhere to the teacher's standards at all times. • To plan and prepare lessons and schemes of work in accordance with school policy, ensuring a variety of learning opportunities for the development of key skills. • To prepare, implement and monitor Individual Learning Plans for pupils/students in accordance with school policy to include setting and meeting appropriately differentiated targets to maximise pupil development, progress and achievement. • To work collaboratively with colleagues, parents/carers, clinical psychologist, therapists, social services and other outside agencies who may be involved with pupils for whom you have a responsibility. • To be committed to your own personal performance and professional development needs in striving to support the school to achieve and maintain the highest standards of teaching and learning.	

- To have good knowledge of the National Curriculum including pre-curriculum and be able to effectively personalise learning for students with profound and multiple learning difficulties when required.
- To keep updated with new initiatives and best practice within this subject area, attending meetings and relevant in-service courses where possible, reporting back to colleagues and considering implications for further curriculum development and resources.
- To ensure resources and equipment meet the needs of all pupils in your class.
- Report on progress in line with the school's assessment and reporting policy.
- To keep in touch with general curriculum updates and developments.

Quality of Life

- To have a thorough awareness of and regard for the confidential nature of many aspects of school information relating to individual pupils/students in line with GDPR.
- To co-operate with colleagues to ensure the achievement of the aims of the school.
- To participate in arrangements for professional development as outlined in the school development plan or identified through the appraisal process and take responsibility for own development.
- To ensure the activities in which pupils/students are engaged are conducted in a disciplined, safe and healthy environment and in line with school policy.

Management

- To act as line manager to the class team in accordance with St Elizabeth's policies and procedures and ensuring effective deployment of resources and good team working for the benefit of the school, its pupils and students.
- To manage and promote positive pupil/student behaviour in line with school policies.

Communication

- To contribute as required to preparation of reports in accordance with school policy.
- To maintain individual records of pupil/student experiences, achievements and progress in the lessons taught and use data to inform future planning.
- To take part as required in meetings in relation to pupils/students, the curriculum and the school development plan.

Undertake any other duties which may reasonably be required of you.

Other

St Elizabeth's is committed to safeguarding and promoting the welfare of children, vulnerable adults and young people. The successful applicant(s) will be required to undertake an enhanced disclosure through the Disclosure and Barring Service. St Elizabeth's is proud to be recognised as an Investor in People and to hold Disability Confident status. We are an equal opportunities employer welcoming applications from across the community.

Some of our positions involve regulated activity relevant to vulnerable children, adults and young people. It is a criminal offence for people who are barred from working in regulated activity to apply for roles that require them to work unsupervised with that particular group. Our vacancies are exempt from the Rehabilitation of Offenders Act 1974.

The duties and responsibilities outlined above do not represent a full list of the tasks the post-holder will be expected to perform. Also it is recognised that the duties of all posts are subject to change from time to time.

Minor alterations to duties, and performance of similar tasks within the scope of, and at the same level as normal work, will be necessary.

The post holder will take responsibility for safeguarding and promoting the welfare of children, vulnerable adults and young people within the scope of the role.



Person Specification		
Teacher	Essential	Desirable
Qualifications		
Graduate	✓	
Qualified Teacher	✓	
Specialist training/experience in Special Needs	✓	
Knowledge, Experience & Understanding		
Experience in lesson planning and curriculum implementation	✓	
Working with multidisciplinary teams	✓	
Good understanding SEND code of practice	✓	
Experience of teaching young people with SEND	✓	
Assessment, monitoring and report writing in the context of Special Needs		✓
Experience of working with children with profound & multiple learning difficulties (PMLD)	✓	
Experience of working within a charity, education or care environment		✓
Excellent understanding of government legislation relating to education, Department for Education and OFSTED regulations	✓	

EHCP reviews, ACC devices and accessibility resources		✓
Skills & Abilities		
Strong IT skills and report writing skills	✓	
Strong oral and written communication	✓	
Strong presentation and teaching skills	✓	
Highest level of professional conduct	✓	
Total commitment to the safeguarding and welfare of children	✓	
Proven ability to establish and maintain collaborative working with a wide range of other professionals, as part of the delivery of multi-disciplinary support services	✓	
Flexible, resilient and patient	✓	
Engaging with ability to adapt teaching and learning style	✓	
Special Circumstances		
Commitment to the work of St Elizabeth's	✓	
Commitment to equality, promoting respect and dignity for all	✓	
Commitment to undertake further training and development relevant to the post	✓	
Suitability to work with children, young people & vulnerable adults	✓	

Reasonable adjustments will be considered under the Equality Act 2010.