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<b>Job Title:</b>	<b>SEN Teacher</b>
<b>Grade:</b>	<b>Qualified Teacher</b>
<b>Salary:</b>	<b>M1 – U3, + 1 SEN Point</b>
<b>Conditions of Service:</b>	<b>STPCD</b>
<b>Responsible to:</b>	<b>Principal</b>

**Title and Grade of Post:**

Class Teacher MPS/UPS + 1 SEN Point

**General Description of the Post:**

To carry out the duties of a Class Teacher as set out in the School Teacher's Pay and Conditions and as directed by the Headteacher. To develop the educational offer to students in order to ensure that they are able to receive the best teaching and learning towards meeting their aspirational targets. Be willing to take a leading role in developing workplace policies and practice and in promoting collective responsibility for their implementation towards excellent outcomes for all.

**Purpose of the Job:**

To teach in the Key Stage 3 Department and to carry out such other associated duties as are reasonably assigned by the Headteacher.

**Relationships:**

- The post holder is responsible to the Headteacher.
- The post holder is directly managed by the Key Stage Leader.
- The post holder is required to promote collaboration and work effectively as a team member.
- The post holder is responsible for the supervision of the work of Teaching Assistants relevant to his/her responsibilities.
- The post holder is responsible for liaison with parents, carers and outside agencies as appropriate.



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Sabrina Hobbs **Principal**

St Martins School, The Derwent Campus, Bracknell Drive, Alvaston, Derby, DE24 0BT  
**Tel:** 01332 571151 **Email:** [admin@stmartins.derby.sch.uk](mailto:admin@stmartins.derby.sch.uk) **Online:** [www.stmartinsschoolderby.co.uk](http://www.stmartinsschoolderby.co.uk)

## 1. Main Responsibilities:

- 1.1. To implement the curriculum, including the SHAPE curriculum, to meet the needs of students, in accordance with the school's philosophy and policies.
- 1.2. To be responsible for the planning, evaluation, assessment and reporting of the teaching and learning of students, including annual reporting of special educational needs, in accordance with the schools and Shaw Education Trust's practices and policies.
- 1.3. To teach groups of students in all areas of the school and community as directed and required.
- 1.4. To have pastoral responsibility for a group of Key Stage 3 students.
- 1.5. To work in close partnership with parents and carers.
- 1.6. To ensure in all teaching situations the collaborative nature of working between non-teaching staff, support services and parents/carers.
- 1.7. To maintain an inclusive and orderly learning environment through the effective management of resources, lesson planning and positive behaviour support.
- 1.8. To attend meetings as appropriate related to school development, students and curriculum.
- 1.9. Play an active role in own Teacher Appraisal and professional development including taking actions agreed at review meetings.
- 1.10. To ensure all policies and procedures are followed in order to Safeguard all students at all times.

## 2. Organisation

- 2.1 To organise appropriate teaching and learning opportunities to ensure positive progress for all students in line with their aspirational targets using the school's curriculum, planning and assessment systems.
- 2.2 To supervise the work of non teaching staff and support them in the organisation and implementation of appropriate learning opportunities with the students.
- 2.3 To maintain records of assessment and collect appropriate data, pupil's individual education programmes and plans, risk assessments and positive behaviour records as required by the school.

## 3. Links

- 3.1 To attend regular review meetings with parents and carers and other involved professionals.
- 3.2 To promote the ethos of integrated working as set out in the SHAPE curriculum by liaison with a range of professionals as required.
- 3.3 To take part in CPLD opportunities, maintaining own professional development in line with Teacher Appraisal Reviews and wider school improvement.

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#### 4. General

- 4.1 To be familiar with the relevant Shaw Education Trust policies e.g., equal opportunities, anti racism, inclusion, anti sexism and explore ways of putting them into practice in school.
- 4.2 To be familiar with relevant whole school policies and implement within school
- 4.3 To undertake other reasonable duties and responsibilities as may be determined in consultation with the Headteacher.

The job description will be reviewed regularly and may be subject to modification or amendment after consultation with the post holder.

This job description does not form part of the contract of employment. It describes the way in which the Class Teacher is expected and required to perform and complete the particular duties as set out above.

#### Person Specification

Qualification and Skills	Method of Assessment
Degree and Qualified Teacher Status	Certificates
PGCE	
Additional qualifications related to children and young people with SEND.	
<b>Experience</b>	
Experience of teaching SLD and ASD pupils in a Special School.	Application, Assessment and Interview
Experience of teaching English and Maths to Entry Level Learners.	
Experience of using augmentative communication methods to support students.	
Experience in successfully managing dysregulated behaviour and children in crisis positively.	
<b>Knowledge and Understanding</b>	
Have high expectations for all students.	Application, Assessment and Interview
Have a working knowledge of formative and summative assessment for pupils with SEND.	
Ability to work and plan as part of a team.	
Ability to manage support staff purposefully in the classroom	
Demonstrate a clear understanding of equal opportunities, particularly issues relating to additional needs.	



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