



ETON DORNEY
INDEPENDENT THERAPEUTIC SCHOOL

QUALIFIED TEACHER - JOB DESCRIPTION

Job Title: Qualified Teacher

Responsible to: Head Teacher

JOB PURPOSE

To deliver nationally accredited courses to KS2 - KS4 (up to level 2) students. To liaise with the Headteacher, other teachers, and mainstream providers and appropriate exam boards. To support Eton Dorney Therapeutic School vision, unit ethos and principles of ECM.

MAIN DUTIES AND RESPONSIBILITIES

- To support the Headteacher to establish, develop, monitor and evaluate the curriculum i.e. long, medium and short-term plans according to generic planning documentation.
- To liaise with other providers / teachers – e.g. mainstream schools, special schools to ensure that continuity and progression is taking place within Eton Dorney Therapeutic School in line with local provision.
- To deliver the subject and contribute to the monitoring of the curriculum through self-evaluation, peer observations, analysis of entry profiles / outcomes results etc.
- To contribute to the school improvement plan, both in planning, and monitoring and evaluating.
- To report on student progress as required by the Headteacher / Eton Dorney Therapeutic School systems.
- To provide advice to the Headteacher on the use of existing materials and resources and to plan, identify and order new resources required to deliver the curriculum.
- To organise the storage of resources and monitor the relevance and sufficiency of resources within Eton Dorney Therapeutic School.
- To take responsibility for advising on exam entries, and the administration of the exam board procedures.
- To identify the appropriate level / type of exam entry for individual students and focus specifically on transition, KS2, and the GCSE borderline etc.

- Attending relevant in-service training and review relevant educational journals and DoFE initiatives and disseminate information as appropriate to ensure that continuity and progression is taking place within Eton Dorney Therapeutic School in line with national guidelines.
- Providing, where appropriate advice and training on delivery of the subject within KS2 – KS4.
- Maintaining curriculum files for the subject.
- Identify any training needs that exist for development of the subject.
- To provide information as required for the annual self-evaluation / reports to Management Board of teaching and learning within Eton Dorney Therapeutic School.
- To be aware of, and have due regard for the policies, procedures and guidance set out in the Calcot Services for Children Handbook.
- To advise on and have due regard for Health and Safety issues and Risk Assessment procedures within the subject area, and to attend appropriate training.
- To be aware of Child Protection/ Safeguarding procedures and attend appropriate Level 1 training
- Any other duties as deemed appropriate by the Headteacher.

PERSONAL SPECIFICATION

	ESSENTIAL	DESIRABLE
QUALIFICATIONS & TRAINING	<ul style="list-style-type: none"> • Qualified as a teacher • DBS (Enhanced level) • Commitment to further professional development 	<ul style="list-style-type: none"> • Special needs qualification • Non-certificated special needs/EBD courses
COMPETENCE SUMMARY (Knowledge, abilities, skills, experience)	<ul style="list-style-type: none"> • Experience of working within or across a Key Stage/s • Knowledge and experience of the National Curriculum • Experience of working with children with a wide range of SEN • Have experience of working successfully and co-operating as a member of a team • Ability to plan individual learning programmes • Ability to keep and maintain detailed records • Ability to analyse the needs of learners. • Ability to use ICT 	<ul style="list-style-type: none"> • Teaching experience across different age ranges 8-18
PROFESSIONAL VALUES	<p>The Teacher will have the ability to:</p> <ul style="list-style-type: none"> • Establish and maintain good professional relationships with children, parents/carers and colleagues • Set high expectations of all children and be committed to raising educational achievement • Adopt a flexible approach to working 	

	<ul style="list-style-type: none"> • Understand the value of education and teaching • Maintain confidentiality 	
KNOWLEDGE & UNDERSTANDING	<ul style="list-style-type: none"> • The statutory legislation concerning Safeguarding including Child Protection, Equal Opportunities, Health and Safety, DES and SEN • Planning and implementing provision for children with SEN including the monitoring, assessment, recording and reporting of children's progress • Effective teaching and learning styles and how to implement them • How to further develop professional skills and knowledge • How to use ICT effectively 	
SKILLS	<p>The Teacher will be able to:</p> <ul style="list-style-type: none"> • Good communication skills • Learner management skills • Ability to work as part of a team • Ability to build positive relationships with learners who have emotional difficulties • To work in partnership with schools and other agencies • Ability to be flexible when responding to the needs of the learners • Establish and develop a sound professional relationship with children, parents/carers and colleagues • Demonstrate excellent classroom skills • Develop sound professional relationships within the team 	<ul style="list-style-type: none"> • Counselling skills • Self-reliance
PERSONAL CHARACTERISTICS	<ul style="list-style-type: none"> • Love working with children and want the very best outcomes for them • Ability to address challenging issues with clarity of purpose and diplomacy • Knowledgeable and highly competent • Approachable and empathetic • Open minded and positive • Clear sighted and determined • Organised and resourceful • Committed and resilient 	
OTHER WORK REQUIREMENTS	<ul style="list-style-type: none"> • Ability to deal with stressful situations. • To be part of the units' development programme for personal and professional development • Committed to providing equal opportunities 	<ul style="list-style-type: none"> • Driver