

Job Description

Job Title: Hair and Beauty instructor

Accountable to: Vocational Lead

Review and Amendments: This job description will be reviewed annually and may be subject to modification and amendment following consultation between the SENCO, Headteacher and the position holder.

Purpose of Post

- To work as part of 'one team' to assist in the everyday education and care of young people with special education needs.
- Providing support for pupils outside of the classroom to support with SEMH / ASD learning specifically with the aim of supporting independence.
- Assist in the Co-ordination of Hair and Beauty course and WMS101 program.
- Providing specialist SEN, subject, or other support to pupils.
- Assist in finding offsite learning packages for post 16 learners.

General Responsibilities

The instructor will:

1. Establish and maintain individual relationships with pupils that are consistent, caring and understanding.
2. Assist individuals or groups of pupils within the classroom with their learning, both academic and behavioural/social.
3. Liaise with education and pastoral colleagues regarding issues, concerns and/or achievements of pupils.
4. Contribute to weekly meetings, and half-termly pupil planning and reviews, including Progress Reports.
5. Work one-to-one or with small groups of pupils on specific programs linked to Hair and Beauty curriculum.
6. Prepare materials required for Hair and Beauty delivery.
7. Supervision of pupils going to and from class at transition times and when in need of time out.
8. Work with pupils at break and lunch times in offering support and supervision with recreational activities.
9. Present suitable personal standards of behaviour to pupils and act as an appropriate role model.
10. Maintain confidentiality in all matters relating to the school, its staff and pupils.
11. Act with courtesy and professionalism in all contact with pupils, their families and other agencies.

12. Listen to pupils, identifying needs and concerns and, according to established procedures, passing on any matters in the area of Child Protection and Safeguarding.
13. Help develop the Hair and Beauty curriculum across the school.

Duties and Accountabilities

The instructor will:

- Adhere to the policies and procedures that guide practice and fulfil the Statement of Purpose at Avonside
- Work collaboratively with colleagues across the school.
- Ensure that Safeguarding, Child Protection and confidentiality legislation is adhered to.

Teamwork and Collaboration

The instructor will:

- Work proactively and positively with pupils and staff, liaising with colleagues across a multi-disciplinary team (Pastoral, Therapy and Education) to ensure individual pupil needs are met.
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them.

Specific responsibilities:

- Will provide cover for lessons where staff are absent as directed.
- Will plan small group interventions and track the progress of learners.
- Will create reports which reflect the progress of young people receiving intervention.

Other duties and responsibilities

The job description can never be fully exhaustive of unforeseen changes or circumstances. It is expected that staff will, within reason, respond to unforeseen circumstances and emergencies as they arise, commensurate with their qualifications, experience and the situation.

Confidentiality

It is expected that all Avonside School employees understand the nature of our work is confidential and details about our pupils and their families, associated services, pupil records and activities/incidents at the school should not be divulged to members of the public. If there is a breach of confidentiality, this may result in disciplinary action being taken.