Outcomes First Group

Job Description
Teacher
Children Education

Job Title	*Teacher*
Responsible to	*Headteacher*
Key Internal Contacts	*Other staff within the education team*
	Staff in other departments within the Centre
	Staff in other Centres in the Region
	Regional Office Staff
Key External Contacts	*Student relatives, advocates and others*
	Placing Authorities and Service Providers
	Registration, Regulatory and Inspection bodies
	Local Services – Statutory, Voluntary and Community Neighbours

JOB PURPOSE

To provide a high quality education service for our students in accordance with Company policies, procedures and practices and the standards set by the Regulatory Body

KEY TASK AREAS & RESPONSIBILITIES

- To plan, deliver and teach individual students or small groups, in accordance with the School's Curriculum framework and related policies
- To monitor, record and report on student progress
- To contribute to and help implement developments that relate to the School Development Plan
- To promote, in line with Company policies, the physical, educational and moral development of the students
- To contribute to the development and implementation of an environment and programme of learning for the individual student to ensure progression at an appropriate and satisfactory rate
- To take responsibility for coordinating the teaching, development, assessment, recording and reporting of subjects and areas of learning across key stages as agreed with the Headteacher
- To devise, implement and review individual education plans, individual behaviour plans and other relevant individual plans in conjunction with other staff
- To organise the classroom, its resources, student groupings and displays to provide a stimulating learning situation appropriate for students
- Adequately plan to ensure the safety of students, in line with risk assessments, while both on and off site
- To ensure Learning Support Assistants/Tutors/Instructors and care staff (where necessary) are well briefed and able to produce appropriate and effective resources/teaching aids

- Work with and manage challenging behaviour, enabling students to develop from needing external control, to developing self control
- To play a full part as a member of the School's multi-professional team, ensuring effective working relationships with colleagues
- To maintain regular communication both informally and in meeting times, ensuring the individual needs of the student are being met effectively.
- To ensure that the available equipment and resources are used, stored and maintained efficiently
- To make, use and keep records in accordance with Company policies and procedures and standards set by the Regulatory Body
- To keep up-to-date with specified subject area and educational practice
- To ensure that all relevant education policies and procedures are implemented in full
- Safeguard all students and ensure their safety and wellbeing
- Communicate effectively with care staff to ensure a consistent approach and to provide a daily link between School and Home
- Liaise with staff from other departments to provide a consistent approach to all aspects of student education and care
- Maintain regular communication and liaison both informally and in meeting times, ensuring a consistent approach to education and care of students
- To meet in full the Professional Standards for Teachers.

General

- Ensure awareness that the service operates to agreed budgets and contribute to keeping within these budgets as instructed
- Exercises vigilance in respect of Health and Safety and promptly report all hazards and/or remedying them where appropriate. Undertake all duties in a manner calculated to minimise or avoid unnecessary risks, personally or to others.
- Operates at all times in accordance with company policies and procedures, with particular reference to Safeguarding, Child Protection, Whistleblowing, Complaints and Representations and Behaviour Policies
- Report issues and/or incidents relating to staff and students that have arisen in the day promptly to the relevant Line Manager or appropriate person
- Participate in training and take responsibility for personal development
- Participate in team meetings, supervisions and annual reviews in accordance with Company policy and the standards set by the Regulatory Body
- Work to promote the centre as a valued, professional asset within its community and also to promote a culture that individuals and staff conduct themselves at all times in a manner that reinforces this image
- Ensure that all actions are in the interests of the students and the Company.
- To work to and exhibit the values of the Company and maintain standards of behaviour in accordance with Company policies, procedures and practices
- To carry out any other reasonable and relevant duties as required.

Note: Any subject specialism information must be authorised by the HR department and attached separately

PERSON SPECIFICATION

Experience	Essential	Desirable
Experience of work with SEMH		✓
Experience of work within an education setting	✓	
Experience of planning, delivering and teaching lessons	✓	
Skills		
Ability to work independently and as part of a team	✓	
Effective communication skills, verbal and written	✓	
Ability to record information accurately	✓	
Good organisational skills	✓	
Ability to deal with complex and challenging behaviour	✓	
Ability to demonstrate empathy	✓	
Good IT skills	✓	
Ability to tailor teaching and learning to the needs of individual students	✓	
Ability to lead and coordinate effectively	✓	
Qualifications & Training		
Relevant Teaching Qualification	✓	
Willingness to work towards further qualifications as required	✓	
Undertake relevant group induction training on commencement	✓	
Other		
Commitment to the values of the Organisation	✓	
Driving licence and access to a car	✓	