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Headteacher: Mrs T Smith

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## **JOB DESCRIPTION FOR TEACHER – Complex Needs + TLR2 (SEN1 allowance)**

### **PART 1**

**General:** You are required to carry out the duties of a school teacher as set out in paragraphs 33 - 36 (inclusive) of the School Teachers' Pay and Conditions Document 1987.

### **PART 11**

**1. Name:**

**2. Post** Teacher and TLR with responsibility for Complex Needs

**3. Scale:** **MPS + TLR2 and SEN1 allowance**

**4. Relationships:** The post holder is responsible to Assistant Headteachers, the Deputy Headteacher and the Headteacher for his/her teaching duties and responsibilities.

**5. Purpose of the job:** To lead on complex and severe learning needs across the school and to undertake the teaching of pupils with a variety of special educational needs as class teacher and to undertake administrative duties in respect of this role.

**6. Specific Duties:**

**To be responsible:**

- to the Headteacher, through the Assistant Headteachers and Deputy Headteacher, for the promotion, teaching and co-ordination of complex and severe learning needs.
- to develop a clear view of the nature of this area of specialist education and its contribution to the wider curriculum of the school.
- to provide CPD, advice and documentation which will assist the teachers in this area.
- maintain and develop a curriculum pathway including long term plans and vision for each stage of development in this department.
- ensure the provision of an appropriately broad, balanced, relevant and highly personalised curriculum for all pupils who have complex and/or severe learning difficulties.

- to monitor planning, target setting and recording of pupil progress for these pupils.
- to track data and challenge the performance of the pupils within the department.
- to work within the schools policies and procedures for assessing, recording and reporting on pupil achievement which will assist in target setting.
- to develop effective links within the local community which extend opportunities beyond the classroom and encourages pupils' wider understanding and independence.
- and to assist other Senior Managers and Leaders in the smooth running of the school.

7. The job description allocates duties and responsibilities. It does not direct the particular amount of time to be spent in carrying them out and no part of it may be so construed. In allocating time to the performance of duties and responsibilities, the post holder must use directed time in accordance with the school's policy, and have regard to Clause 36(1)f of a Teacher's Conditions of Employment.

8. The job description is not necessarily a comprehensive definition of the post and the teacher may be required to undertake such other tasks appropriate to the level of appointment as the Headteacher may require. It may be reviewed annually or earlier if necessary and it may be subject to modification or amendment after consultation with the post holder.

9. Rigby Hall is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check.

**Signed** (issued by).....**Date**.....

**Signed** (received by).....**Date**.....