

JOB DESCRIPTION: ABA Consultant

SALARY SCALE:	SM6 (£38,900) – SM9 (£44,900)
HOURS:	<p>Your normal working week is 5 days per week, Monday to Friday. The school will be open from 7.30am to 6pm during term time and until 8.30pm for parents' meetings. You will be expected to work a minimum of 37.5 hours per week during these times as required by the Heads of Schools and to attend evening meetings as required. In addition you will be eligible for a thirty minute lunch break which will not count towards your working hours.</p> <p>Variations may be introduced to meet changing needs; however, these will only be introduced after consultation with you.</p>
TYPE	Fixed term contract for up to 14 months to cover maternity leave. The contract will automatically terminate on the completion of the current jobholder's maternity leave. The period of notice to terminate the appointment (other than by completion) will be four weeks by either party.
REPORTS TO:	Heads of Schools
LOCATION:	48 North Side, Wandsworth Common, SW18 2SL or 520 Garratt Lane, London, SW17 0NY
PROBATIONARY PERIOD:	Six months
HOLIDAY:	The school year for pupils is approximately 40 weeks. ABA Consultant's holiday entitlement will be taken outside the six school half terms as approved by the Governing Body. Some working time within school holiday periods is required.
SICK PAY:	In accordance with the BeyondAutism sickness absence policy.
OTHER BENEFITS:	Pension
LINE MANAGEMENT OF:	ABA Supervisors

About BeyondAutism

BeyondAutism is a registered charity dedicated to launching lives through education and training. Using specialist teaching methods we make breakthroughs in communication that dramatically improve a child's ability to cope and make sense of a confusing world. We empower people with autism to live fuller lives and we enable families to cope, so that they can see beyond to a brighter future. In addition to running BeyondAutism Schools, BeyondAutism also offers outreach, training and consultancy services.

About BeyondAutism Schools

BeyondAutism Schools are independent special schools for children and young people aged 4-19 with autism. BeyondAutism Schools offers a structured programme of intensive intervention, applying the scientific principles of Applied Behaviour Analysis (ABA) and Verbal Behaviour (VB) to deliver the National Curriculum and teach functional communication and life skills; empowering our pupils to lead rewarding lives and fulfil their potential.

Job purpose

As the lead ABA practitioner you will be an active member of the school senior leadership team informing the strategic direction of ABA practice and ensuring the quality of all programmes through the management of the ABA Supervisors. The ABA Consultant will be expected to lead on whole school training as directed by the Heads of Schools.

KEY TASKS:

To be responsible for the education and welfare of the pupils

- Working effectively with the Head of Pastoral to ensure the safeguarding of the pupils, modelling best practice at all times.

To support and manage the ABA Supervisors in their roles

- To lead and chair ABA Supervisor meetings, to ensure best practice is shared and prompted within both schools.
- To oversee the quality of the ABA Supervisor's work.
- To support ABA Supervisors in developing programmes and or behaviour management strategies where required.
- To prepare and conduct reviews and appraisals of ABA Supervisors in conjunction with the Heads of Schools.
- To oversee the professional development of ABA Supervisors, including accreditation of BCBA / BCaBA.

To play a key role in parent training

- To provide parent training.
- To supervise home visits.
- To support and advise ABA Supervisors with home visits, ensuring that all parents are receiving adequate information and or support regarding their child's learning at home.

To ensure, oversee and contribute to the training of ABA Supervisors and ABA Instructors. Taking a lead role in the induction of new ABA Trainee Tutors.

- To take a lead role in delivering induction training of all staff (INSET), especially trainee tutors.

- To contribute to the content of training materials where necessary and in consultation with the Heads of Schools.
- To monitor the quality of behaviour management, teaching and learning, in line with the school policy.
- To develop and implement class specific inset or after school training sessions.
- To actively participate in the overall management of the classroom teams.

Monitor and contribute to quality assessment, recording and reporting

- To monitor the quality of Individual Education Plans, progress and annual review reports, behaviour management plans and other pupil progress or planning documents, in conjunction with the Heads of Schools and Head of Pastoral Care.
- To contribute to the development of EHC Plans and to monitor the outcomes for pupils through data.

General

- To remain cognisant of evolving teaching techniques using the principles of Applied Behaviour Analysis in particular Verbal Behaviour.
- Maintain effective and efficient management and organisation of the accommodation and resources of the school.
- Ensure the maintenance of a structured environment for effective teaching and learning.
- Manage the ABA/VB teaching and learning resources.
- To represent the school at SEND Tribunals.

School Senior Leadership Team

- Take an active role in the drafting of the school development plan, in partnership with the Heads of Schools for approval by the Governing Body
- Conduct effective evaluation processes to ensure the high quality and timely quality checking, evaluation and review of the school, in partnership with the Heads of Schools (SEF).
- Take an active role on BeyondAutism Schools Senior Leadership Team, delivering monthly reports as required.
- Take an active role in times of external review and scrutiny (including: Ofsted, Local Authority Reviews, school improvement reviews commissioned by the governing body and/or BeyondAutism)

Other Duties and Responsibilities

- To be involved in Outreach projects when required.
- Other duties that the Heads of Schools may from time to time ask the post-holder to perform.