

JOB DESCRIPTION – Qualified teacher (Post-19)

Job Title:	Teacher
Salary Range:	Pay Structure for QT + 1 SEN Point
Hours:	37.5 hours per week. Your normal working week is 5 days per week, Monday to Friday. The college will be open from 8.30am to 5pm 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 Head of Service. In addition you will be eligible for a thirty minute lunch break which will not count towards your working hours.
Holiday Entitlement:	The college year for students is approximately 40 weeks. Holiday entitlement will be taken outside the six college half terms as approved by the Trustees and Governing Body. Some working time within school holiday periods may be required.
Locations:	Hammersmith 214-216 Goldhawk Rd, London W12 9NX Wandsworth 14 Enterprise Way, London SW18 1FZ Additional Hubs to be confirmed
Reporting to:	Head of Post-19
Contract:	1 Term temporary contract
Probationary Period:	6-month probationary period

Main Duties and Responsibilities

Teaching Responsibilities

Support the Head of Post-19 and Senior Leadership Team to:

- Set high expectations which inspire, motivate and challenge students and members of staff within your team and setting
- Promote good progress and outcomes for all students
- Demonstrate good subject and curriculum knowledge
- Plan and teach well structured, high quality lessons that will inspire and motivate students and staff
- Adapt teaching to respond to the strengths and needs of all students

- Make accurate and productive use of a range of assessment tools to analyse and monitor progress of students
- Manage behaviour effectively to ensure a good and safe learning environment
- Fulfil wider professional responsibilities as well as other duties directed by the Head of Post-19 and Senior Leadership Team

Student Progress and Welfare

As delegated by the Head of Post-19:

- Ensure that BeyondAutism Post-19 meets its statutory obligations for safeguarding and promoting the welfare of all young people and adults.
- Cooperate and work with relevant agencies to safeguard and protect young adults and promote their welfare
- Ensure that the individual needs, experience, interests and abilities of each student are met and provide the best environment to ensure that each student is learning according to a personalised planned curriculum, based on best practice in ABA/VB and developed in accordance with national standards and assessed needs and capabilities
- Ensure that each student is appropriately assessed at each stage of development and that progress is constantly monitored, recorded and evaluated through EHCP, IEPs and Qualifications. Ensure that learning and achievement is systematically recorded and is used to plan individual objectives and contribute to the objectives of BeyondAutism Post-19 as a whole
- Establish an environment of good order and behaviour at BeyondAutism Post-19, to allow every student to maximise the opportunity to develop to their full potential
- Ensure that the health and care needs of each student are assessed and met through effective systems and appropriately trained and qualified staff
- Monitor the welfare of students, helping to prepare reports and, ensure that appropriate communication and liaison exists with parents and families, education, health and social care organisations and other professionals involved in students' welfare
- Ensure that all student records and information are stored according to DfE regulations

School Management

- Support ABA Supervisors, ABA Instructors and Tutors to fulfil their responsibilities by providing personal and professional development to support the college development plan.
- Create a climate of support and trust within the college in which everyone feels heard and valued and in which concerns and ideas for improvement can be properly discussed.
- Ensure that staff resources and all other college resources are effectively and efficiently managed to benefit students and that BeyondAutism Post-19 attracts and retains high quality staff from trainees to specialists.
- Ensure that the management of staff performance is carried out and reported according to the Governors' policy.

Parents and Families

- Manage communication and meetings with parents, including routine (progress review, termly and annual review meetings) and exceptional meetings.
- Liaise with the Parents' Association for all matters relating to teaching, learning and student welfare and progress.
- Support the organisation in all parental events, e.g. resource making, curriculum information, open days and other events.

ABA Training and professional development

- Liaise with the ABA Supervisors to ensure that induction and other training results in a well-trained expert college staff group.

The Wider Community

- To be an ambassador for the Post-19 and represent its interests in an official capacity.
- To ensure that Post-19 promote effective links with the local community.
- To maintain professional communication working collaboratively with Local Authorities, Health authorities, the DfE, Ofsted and any other agencies responsible for students' and their families' educational and pastoral needs.
- Maintain and develop inclusion opportunities for BeyondAutism School students.

General

- Other duties as required by the Head of Post-19 from time to time.