

**Job Description**

**Job Title:** Teacher of the Visually Impaired

**Salary Grade:** MPS plus up to 2 SEN Points (dependent on experience)

**SCP:** N/A

**Job Family:** N/A

**Job Profile:** N/A

**Directorate:** Education

**Job Ref No:** N/A

**Work Environment:** Sensory Team

**Reports to:** Children’s Sensory Team Manager

**Number of Reports:** N/A

Based at Washington Academy but peripatetic work across the Sunderland area.

This position requires an Enhanced Disclosure and Barring Service (DBS) Check.

**Purpose:**

To promote and facilitate effective team working for the maintenance and development of high standards of education for visually impaired children in Sunderland.

To work in accordance with established policies and procedures of Together for Children and Sunderland Safeguarding Board.

**Key Responsibilities:**

To take responsibility for a caseload of children with varying visual difficulties, including those with additional neurodisabilities across all educational phases.

To support school staff in writing support plans and teaching and learning strategies for meeting targets.

To teach ICT/keyboard skills as appropriate.

To provide direct teaching, where appropriate, through the implementation of ‘Support Plans’.

To maintain an up to date system of record keeping.

To maintain concise records on each child in the case load.

To ensure that the Line Manager is kept up to date on all developments relating to all pupils on caseload.

To monitor and evaluate the use of resources allocated to pupils on caseload in order that an effective and efficient service is provided.

To liaise with other agencies to facilitate effective sharing of relevant information to enable each to best serve the needs of the VI child.

To advise parents and families on vision loss and associated difficulties, including advice and support on child management skills.

To inform parents and families of procedures and agencies as appropriate to their child.

To assist parents and families in their decision making process by giving balanced unbiased advice.

To encourage the child as appropriate on the use of specialist equipment.

To provide information, advice and guidance to enable schools and families to develop their systems and skills in working with visually impaired children.

To advise schools of the concessions available for examinations and of Key Stage assessments for visually impaired students.

To assess, monitor and review pupil’s progress, maintain appropriate records, prepare formal assessment reports and attend case conferences.

To develop and deliver training on visual Impairment and associated topics to a range of appropriate audiences.

To participate in the development of resource materials to meet individual and group needs.

To attend regular staff and team meetings as required.

To participate in the Performance Management scheme for teachers in Support Services.

To undertake other duties appropriate to the grading of the post as specified by the manager of the Children’s Sensory Support Team.

Statutory assessment:

* To initiate formal assessment procedure, when appropriate.
* To provide Educational Advice contribution to Statutory Assessments.
* To provide reports for EHCP meetings and to attend these meetings whenever possible.

The postholder must promote and safeguard the welfare of the babies, children and young people that they are responsible for, or come into contact with.

**Statutory requirements:**

In line with the Together for Children’s Statutory Requirements, all employees should:

Comply with the principles and requirements of the Data Protection Act 2018/General Data Protection Regulations in relation to the management of Together for Children Sunderland’s records and information, and respect the privacy of personal information held by Together for Children Sunderland;

Comply with the principles and requirements of the Freedom of Information Act 2000;

Comply with the Together for Children Sunderland’s information security standards, and requirements for the management and handling of information;

Use information only for authorised purposes.

The postholder must carry out his or her duties with full regard to Together for Children’s Equal Opportunities Policy, Code of Conduct and all other policies.

The postholder must comply with Together for Children’s Health and Safety rules and regulations and with Health and Safety legislation.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Employees are expected to be courteous and supportive to colleagues and provide a welcoming environment to visitors and telephone callers.

The Sensory Team will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

**Author**: Caroline Farmer

**Date**: August 2019



**Person Specification**

**Job Title: Teacher of the Visually Impaired**

**Role Profile reference: N/A**

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| **Essential Requirements** | |
| **Qualifications:**   * Qualified Teacher Status (QTS) * Mandatory Qualification of Teacher of the Visually Impaired. or a commitment to complete the qualification   . | Application Form/Certificates |
| **Experience of :**   * Substantial experience in teaching children with a visual impairment. * Experience of appropriate technology used in the teaching   of pupils with a visual impairment. Demonstrable successful teaching experience as evidenced by threshold progression. | Application Form Interview |
| **Knowledge and understanding of:**   * Proven skills and sound knowledge of the needs and requirements of pupils with a visual impairment. * Knowledge of current legislation, particularly the Children and Families Act 2014 and of the SEND Code of Practice, National Curriculum, DDA and the principles of inclusive education. | Application Form Interview |
| **Ability to:**   * Work constructively with colleagues and other agencies. * Work with others to develop effective partnerships with schools and parents. * Demonstrate good interpersonal and support skills. * Demonstrate good organisational and time-management skills. * Demonstrate evidence of continuing personal and professional development. * Work flexibly and respond to changing needs. * Demonstrate professional integrity, reliability and consistency. * Meet travel requirements. | Application form Interview |
| Commitment to the principles of equality and diversity | Interview |

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