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|  | **POST TITLE:** | Casual - EHN Team Interventions teacher  100 hours minimum each year |
| 1. **2.** | **POST NUMBER:** |  |
| 1. **3.** | **GRADE:** | MPS 6 |
|  | **LOCATION:** | The Woodlands |

You may be required to work in various bases

within County Durham: in a range of schools, colleges

and independent private providers.

Your work will also involve home and community locations

1. **RELEVANT TO THIS POST:**

**Disclosure & Barring Service:** Subject to DBS Enhanceddisclosure

**Car User Status**: Casual

**Flexible Working:** Subject to service needs DCC’s flexible working policy is applicable to this post

1. **ORGANISATIONAL RELATIONSHIPS:**

The post holder will form part of the Woodlands Education Health & Needs Team, under the leadership of the Head teacher.

The Woodlands is the local authority provision for children who are excluded from school or for those who are at risk of exclusion.

The Woodlands is also the local authority provision for children who cannot attend school because of health reasons

The post holder will be expected to develop strong working relationships with colleagues in the local authority, schools, health and other partner agencies to ensure effective collaborative approaches to providing education for pupils who cannot attend school

The Education Health Needs Team are located at bases across County Durham and also carry out outreach work.

The Woodlands is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment

1. **DESCRIPTION OF ROLE:**

The postholder will undertake those duties as defined by current Teachers’ Pay and Conditions.

The postholder will implement the processes and strategies for ill pupils who are referred to EHN Team and for those pupils requiring individual bespoke teaching packages

1. **DUTIES AND RESPONSIBILITIES *SPECIFIC* TO THIS POST:**

Listed below are the responsibilities this role will be primarily responsible for:

* Undertaking a teaching role, which involves planning and delivering lessons based on work, where available provided by school or from a bank of resources if appropriate.
* Recording the planning, delivery and outcomes of lessons taught
* Assessing a pupil’s work and maintaining records of pupils’ work and progress
* Being aware of current developments within the National Curriculum.
* Creating an effective climate for learning within the outreach area used for teaching
* Adopting appropriate teaching styles suitable to a pupil’s age, ability and health needs
* With guidance when available from a pupil’s school, prepare a pupil for external examinations including SATs, GCSEs and GNVQs.
* Teach in a number of settings outside of a school environment
* Commitment to attend staff meetings and core service professional development
* Commitment of core hours, amounting to 100 hours minimum, in each academic year
* Completing essential e-learning
* Maintain up to date appropriate safeguarding training

Promoting partnership and integrated working by

* Developing and fostering positive working relationships with pupils, parents, schools and other professionals
* Seeking information and advice from subject/class teachers within a pupils’ school about appropriate programm’s of study for individual pupils
* Liaising on a regular basis with appropriate staff in schools
* Providing advice and support to parents about their child’s curriculum
* Being aware of the educational implications of certain specific medical conditions on learning
* Attending and contributing to case conferences and review meetings, providing written reports when required
* Being aware of, and adapting to, changes in legislation
* Responding to national and local developments.

1. **DUTIES AND RESPONSIBILITIES *SPECIFIC* TO THIS POST:**

Listed below are the responsibilities this role will be primarily responsible for:

**Pastoral**

* Portraying a professional and positive role model to staff, high aspirations and respect for children and young people
* Embedding the vision and culture of the school
* Building positive and nurturing relationships with young people and promoting high expectations and aspirations

**Teaching and Learning**

* Creating a positive and safe environment for learning which empowers children and young people to improve and progress
* Taking responsibility for the behaviour and conduct of children and young people during lessons
* Producing high quality schemes of work and lesson plans demonstrating high degrees of differentiation addressing any health needs
* Delivery of high quality lessons in key subject areas
* Undertaking a high standard of work scrutiny
* Ensuring tailored interventions are in place for children and young people at risk of under performance
* Providing clear advice and guidance to young people on key areas for improvement
* Setting and marking of homework, maintaining up to date knowledge on national, local and school curricular developments

**Monitoring, evaluation and assessment**

* Ensuring appropriate base line assessments/ information is used to identify current levels for children and young people
* Establishing effective data systems to record, monitor and analyse the progress and attainment of children and young people
* Regularly tracking and assessing individual student progress
* Ensuring further assessment and interventions for children and young people who are not making expected progress
* Actively contributing to inspection processes across the school including Ofsted and internal requirements
* Contributing to staff development by sharing creative ideas and good practice

**Parents/Carers and Young People**

* Contributing to parent consultations in accordance with the requirement of the school
* Establishing regular and effective communication with parents and carers to inform them of successes and to discuss any concerns

**Safeguarding**

* Actively contributing to the development of a positive, safe and nurturing environment where children feel safe, valued and able to learn and develop
* Adhering to and embedding the safeguarding policies adopted by the school
* Promoting anti discriminatory practices across the school

**Personal**

* Taking responsibility for their own professional development and using the Blue Sky system
* Engaging with the performance review process

**COMMON DUTIES AND RESPONSIBILITIES:**

9.1 **Quality Assurance**

To set, monitor and evaluate standards at individual, team performance and service quality so that the user and the Service’s requirements are met and that the highest standards are maintained.

To establish and monitor appropriate procedures to ensure that quality data are reported and used in decision making processes and to demonstrate through behaviour and actions a firm commitment to data security and confidentiality as appropriate.

9.2 **Communication**

To establish and manage the team communications systems ensuring that the Service’s procedures, policies, strategies and objectives are effectively communicated to all team members.

9.3 **Professional Practice**

To ensure that professional practice in the team is carried out to the highest standards and developed in line with the Service’s stated objectives of continual improvement in quality of its service to internal and external customers.

9.4 **Health and Safety**

To ensure that the Health and Safety policy, organisation arrangements and procedures as they relate to areas, activities and personnel under your control are understood, implemented and monitored.

9.5 **General Management (where applicable)**

To provide vision and leadership to staff within a specialist team, ensuring that effective systems are in place for workload allocation and management, the application of the Authority’s and the Service’s policies and procedures, including those relating to equality, supervision and appraisal and all aspects of their performance, personal development, health and welfare.

9.6 **Financial Management (where applicable)**

To manage a designated budget (as required) ensuring that the Service achieves value for money in all circumstances through the monitoring and control of expenditure and the early identification of any financial irregularity.

9.7 **Appraisal**

All members of staff will receive appraisals and it is the responsibility of each member of staff to follow guidance on the appraisal process.

9.8 **Equality and Diversity**

As an organisation we are committed to promoting a just society that gives everyone an equal chance to learn, work and live free from discrimination and prejudice. To ensure our commitment is put into practice we are developing policies, which will seek to remove any barriers to equality of opportunity and to eliminate unfair and unlawful discrimination.

These policies apply to all employees of Durham County Council.

9.9 **Confidentiality**

All members of staff are required to undertake that they will not divulge to anyone personal and/or confidential information to which they may have access during the course of their work.

All members of staff must be aware that they have explicit responsibility for the confidentiality and security of information received and imported in the course of work and using Council information assets. The Council has a Personal Information Security Policy in place.