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**Job Description**

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| **Post Title:** | **Class Teacher – Autism Support Centre** |
| **Salary Scale:** | **MPS/UPS** |
| school logo academ(no words)**School:** | **Kelvedon St. Mary’s Primary Academy, Nursery and Autism Support Centre** |

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| The appointment is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation. (Including the National Professional Standards for Teachers )  *This job description may be amended at any time following discussion between the head teacher and member of staff, and will be reviewed annually.*  **AREAS OF RESPONSIBILITY AND KEY TASKS**  **A PLANNING, TEACHING AND CLASS MANAGEMENT**  To teach allocated pupils by planning their learning to achieve progression through:   * identifying clear learning objectives and specify how they will be taught and assessed both in the ASC and their home class; * building the capacity for the pupils to attend an increasing percentage of lessons in their home class; * planning specific learning and therapies that will take place in the ASC; * implementing strategies suggested by outside agencies; * setting clear targets and delivering learning linked to EHCP outcomes and provisions; * providing clear structures for learning maintaining pace, motivation and challenge; * making effective use of assessment for learning; * setting appropriate expectations for behaviour and learning; * using a variety of teaching methods to develop reflective, responsible, resourceful, reasoning, resilient and risk taking learners; * ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught.   **B MONITORING, ASSESSMENT, RECORDING, REPORTING**   * To assess how well learning objectives have been achieved and use them to improve specific aspects of learning and teaching; * To mark and monitor pupils' learning and set and feedback targets for progress; * To assess and record pupils' progress systematically and keep records to monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving; * To prepare and present informative reports to parents and outside agencies.   **C OTHER PROFESSIONAL REQUIREMENTS**   * To have a working knowledge of teachers' professional duties and legal liabilities; * To operate at all times within the stated policies and practices of the school; * To establish effective working relationships and set a good example through their presentation and personal and professional conduct; * To take responsibility for your own professional development and duties in relation to school policies and practices; * To carry out any other duties reasonably requested by the Headteacher. |