Job Title: Specialist Teacher ASC

(AIT High School Resource)  
Grade: M/UPS + SEN Max

GRADE xx

Our Vision

We have a clear vision for Staffordshire - an innovative, ambitious and sustainable county, where everyone has the opportunity to prosper, be healthy and happy

Our Outcomes

We want everyone in Staffordshire to:

* Have access to more good jobs and share the benefit of economic growth
* Live in thriving and sustainable communities
* Be healthier and more independent for longer

Our Values

Our People Strategy sets out what we all need to do to make Staffordshire County Council a great place to work, where people are supported to develop, flourish and contribute to our ambitious plans. Our values are at the heart of the Strategy to ensure that the focus is on what is important to the organisation and the people it serves:

* Ambitious – We are ambitious for our communities and citizens
* Courageous – We recognise our challenges and are prepared to make courageous decisions
* Empowering – We empower and support our people by giving them the opportunity to do their jobs well.

About the Service

The **Specialist Teaching Support Service** is a centrally based children and young peoples’ service serving Staffordshire.

The Service consists of four teams:

* ASSIST Post 16
* Deaf/Hearing Inclusion Team
* Vision Inclusion Team
* Autism Inclusion Team

The aims of the post are:

To ensure the special educational needs of Children & Young People with an Autism Spectrum Condition (ASC) are met within an inclusive mainstream environment that promotes curriculum access helping them to become independent learners.

Reporting Relationships

**Responsible to: Manager Autism Inclusion Team**

**Responsible for: Communication Support Workers ASC (Resource)**

Key Accountabilities:

Note: The term ‘pupils’ is used in the statements below to refer to ‘pupils with an ASC’

***Teacher to be based at The Orme Academy, Wolstanton.***

Staffing ratio of Resource is one Teacher to six pupils and one CSW ASC (Communication Support Worker ASC) to two pupils.

* Responsibility for the management of the Resource – including CSW staff and pupils.
* To provide direct teaching of pupils within the Resource including delivery of elements of coursework provided by the school staff.
* Identify pupils requiring alternative access to the curriculum, e.g. to teach the relevant skills required and organise the provision of suitably adapted materials.
* Identify pupils requiring the use of specialist equipment and/or software and to monitor the use of these skills.
* To monitor and evaluate the progress of pupils by providing effective management and teaching strategies, undertaking assessments according to agreed criteria and timescales.
* To assist in developing a supplementary curriculum to support pupils social/ communication/emotional skills and understanding.
* To support school staff to understand the nature of ASC and the possible social and educational implications for the pupils and their peers, through training and discussion.
* To provide advice and support for parents and other carers of children with an ASC, particularly at times of transition
* To develop pupils’ relationships with their peers.
* To work collaboratively with colleagues / schools / other agencies involved with pupils in the Resource and to work collaboratively with other members of staff within the school.
* To enhance the teaching performance of the team and staff in the school through the provision of advice, support, and training in relation to their area of responsibility, to ensure that all children with Autism are fully included in the curriculum and the life of the school. The Teacher may at times be asked to provide autism training for schools and other settings who request advice and support for pupils.
* To keep the team informed of any changes in the curriculum, including exam access arrangements, by contact with professional groups locally and nationally.
* To collect and collate data from parents, schools, and pupils regarding customer satisfaction and to review any issues for improvement and development with the team coordinator and team manager.
* To work collaboratively with the leadership team and the Team Manager to review and update procedures and policies.
* To complete statutory paperwork in relation to EHCP’s.
* To lead, develop and enhance capacity building countywide.
* To support the Team Manager in the development and delivery of commissioning and traded aspects of the service delivery.
* To assist the Team Manager with any other duties that may arise.

Professional Accountabilities:

The post holder is required to contribute to the achievement of the Council objectives through:

**Financial Management**

Personal accountability for delivering services efficiently, effectively, within budget and to implement any approved savings and investment allocated to the service.

**People Management**

Engaging with People Management policies and processes

**Equalities**

Ensuring that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation.

**Climate Change**

Delivering energy conservation practices in line with the Council’s climate change strategy.

**Health and Safety**

Ensuring a work environment that protects people’s health and safety and that promotes welfare, and which is in accordance with the Council’s Health & Safety policy.

**Safeguarding**

Commitment to safeguarding and promoting the welfare of vulnerable groups.

The content of this Job Description and Person Specification will be reviewed on a regular basis.

**Person Specification**  A = Assessed at Application

I = Assessed at Interview

T = Assessed through Test

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| **Minimum Criteria for Disability Confident**  **Scheme\*** | **Criteria** | **Measured by** |
| **employer_small** | Qualifications/Professional membership  * Qualified Teacher Status * Advanced Qualification in SEN/ASC | A |
| **employer_small** | **Knowledge and Experience**   * Experience of working in mainstream and/or special schools * Experience of working with children with SEN * Experience of Multi-agency working practices * Evidence of Continuing Professional Development * Experience of managing a team * Experienced teacher of autistic pupils * Knowledge of assessment procedures relating to ASC * Excellent knowledge of national curriculum * Experience of delivering INSET * Understanding of the specific problems and issues for a pupil with an ASC at a variety of ages * Knowledge and experience of implementing a range of practical approaches for an autistic pupil. | A/I |
| **employer_small** | **Skills**   * Effective communication and listening skills * Ability to positively influence the teaching practice of others * Effective organisational skills * Flexibility to work in a variety of locations across Staffordshire when required * Ability to establish rapport with a wide variety of people. * Competent and confident in utilising ICT programmes * Self-motivated and able to work independently * Ability to work as part of a team * Excellent interpersonal skills * Ability to work under pressure * Current Driving Licence County (special arrangements can apply for people with disabilities)   This post is designated as a casual car user. | A/I |

**employer_small** If a disabled person meets the criteria indicated by the Disability Confident scheme symbol and provides evidence of this on their application form, they will be guaranteed an interview.

We are proud to display the Disability Confidence Symbol, which is a recognition given by Job centre plus to employers who agree to meet specific requirements regarding the recruitment, employment, retention, and career development of disabled people.

If you need a copy of this information in large print, Braille, another language, on cassette or disc, please ask us by contacting **Liberata Employee Services Team on 01905 947446**

**Shared Services on 01905 947446**