

SEND Services for *your* School

Job Description - Specialist Teacher

Team: Pathways

Responsible to: Head of Service

Core Purpose: To provide high-quality support to students experiencing emotional based school non-attendance (EBSNA) at home, at Oak Farm and through transitional support when required, enabling positive next steps.

Hours: 08:30–16:30, Monday to Friday (may vary due to learner needs or operational requirements). Part-time roles available.

Place of Work: Outreach role across Worcestershire, with operational bases at Chadsgrove School and Oak Farm. The successful applicant will be required to have access to a car and be able to drive.

About the Role:

As a Specialist Outreach Teacher, you will deliver high-quality, personalised support to learners who are unable to access or sustain engagement with education.

Working on a one-to-one basis, you will adapt strategies to meet each learner's individual academic, social and emotional needs. Many learners will have SEND, SEMH, EHCPs, EBSNA or other complex barriers to learning, requiring a flexible, creative and relationship-led approach.

You will be responsible for planning engaging learning tasks, developing personalised resources, monitoring progress and maintaining excellent relationships with learners, families and professionals to ensure every student achieves the best possible outcomes.

Whilst working independently for much of the time, you will be supported by the Head of Service and form part of a wider team committed to delivering exceptional specialist support to students across Worcestershire.

Main Duties:

- Undertake home and community visits to provide outreach support to students and their families, in accordance with agreed arrangements and lone working protocols.
- Support students' transition between the various stages of the Pathways Provision and to their next destination, ensuring appropriate information, advice and guidance is

shared with students, families and relevant stakeholders, including receiving schools and other settings.

- Ensure that students' and parents' views, wishes and aspirations are considered throughout the Pathways journey.
- Organise and contribute to termly reviews, ensuring all relevant parties are involved and that outcomes are appropriately documented.
- Prepare reports and supporting documentation to support transition and EHCP applications.
- Maintain a clear understanding of the specific needs of students accessing the Pathways Provision, including EBSNA, SEMH, autism, complex communication and neurodiversity.

Key Responsibilities

Teaching, Learning and Progress:

- Plan and deliver engaging, personalised learning programmes tailored to each learner's academic, social and emotional needs.
- Deliver high-quality one-to-one support in community venues, learners' homes and other agreed locations.
- Create engaging resources and contribute to the ongoing development of curriculum materials.
- Adapt approaches to maximise learner engagement, confidence, attendance and progress.
- Assess learner progress regularly using agreed assessment tools, such as the Engagement Model.
- Maintain accurate records and contribute to EHCP reviews and weekly progress reports.
- Support learners to achieve meaningful personal and developmental outcomes.

Learner Engagement and Partnership Working:

- Build positive, trusting relationships with learners and become the primary point of contact for parents and carers once placements have been established.
- Work collaboratively with schools, local authorities, parents, carers and other professionals to support learner success.
- Maintain regular communication with families regarding progress, attendance and levels of engagement.
- Promote high levels of learner motivation, confidence and independence through positive relationships and consistent, predictable support.

Curriculum Development and Quality Assurance:

- Contribute to the ongoing development and improvement of specialist resources and materials.
- Maintain high standards of teaching, assessment and record keeping.
- Engage positively with CPD opportunities and continually develop own professional practice.
- Deliver training on a range of specialist topics, as required, to support the development of staff knowledge, skills and practice across the Trust. This may include delivering training to individuals, teams or wider groups, in accordance with identified organisational needs and the requirements of the role.

Safeguarding, Compliance and Professional Standards:

- Be responsible for promoting and safeguarding the welfare of children and young people at all times.
- Record and report safeguarding concerns immediately in line with Chadsgrove School's safeguarding procedures and policies.
- Maintain accurate records using CPOMS, Microsoft 365 and other organisational systems as required.
- Ensure all risk assessments, student records and documentation remain accurate, compliant and up to date.
- Maintain professional boundaries and uphold confidentiality and GDPR requirements at all times.
- Ensure full compliance with Chadsgrove School's policies and procedures, including safeguarding, SEND, attendance, behaviour, health and safety and equality legislation.

Organisation and Professional Contribution:

- Manage calendar appointments effectively, ensuring excellent punctuality, attendance and communication with all stakeholders.
- Attend professional meetings, training events and team development activities as required.
- Work collaboratively with the Head of Service and wider team to continually improve the quality of SEND services across the Trust.
- Carry out any other reasonable duties required to support the effective running of the Service and wider organisation.