

ROYAL BOROUGH OF GREENWICH

JOB DESCRIPTION

DEPARTMENT: Children's Service

POSTHOLDER:

SECTION: Inclusion, Learning and Achievement **GRADE:** UPS 1-3 SEN min TLR mid

POST DESIGNATION: Senior Dyslexia Teacher

Purpose of Job:

- I. To work with the purpose of developing inclusive practice in Greenwich schools meeting the needs of children needing augmented SEN provision
- II. To implement the work of the STEPS Service in mainstream schools through dyslexia assessments, intensive 1:1 specialist teaching and small group teaching.
- III. To model 'excellent' specialist teaching to colleagues from STEPS and mainstream schools
- IV. To recruit, line manage, induct, supervise and be responsible for the training and development of the team of Dyslexia teaching and assessing staff
- V. To provide regular INSET to schools

Specialist responsibilities:

- Lead on the development of maths assessments and interventions for pupils with SpLDs
- Keep specialist teachers up-to-date with the use of assistive technologies to promote the inclusion of pupils with SpLDs in mainstream classrooms
- Track the progress of all children receiving 1:1 teaching and evaluate impact to feed into planning and training
- Have responsibility for providing dyslexia training and support to secondary schools

Main Duties:

1. To promote the inclusion and acceptance of pupils with SEN in their classrooms in a designated mainstream schools through a range of the following; intensive 1-1 specialist teaching, intensive small group teaching, modelling teaching techniques, advising on strategies for inclusion with individuals and groups of staff, under the direction of the STEPS Team Leader.
2. To assess and provide written reports on the individual learning needs of children with barriers to learning including dyslexia. To assess the learning needs of pupils working below expected levels including dyslexic learners and provide accurate and objective feedback and reports as required
3. To provide excellent specialist Dyslexia teaching for the purposes of teaching individuals and or small groups
4. To develop and deliver high quality INSET to schools
5. To assess for access arrangements for examinations
6. To work alongside the Team Leader on the on-going strategic development of the service including the development of the training programme.
7. To take responsibility for the training and performance management of the Dyslexia teaching and assessing staff, to include induction and mentoring of newly qualified teachers and staff.
8. To work with schools and other service providers to develop local initiatives such as assessing schools for the Dyslexia Friendly Greenwich Quality Mark and verify status.
9. To attend regular service staff meetings
10. To keep up to date with current developments and research in SEN (with particular reference to dyslexia)
11. To attend, participate and provide reports for relevant meetings e.g. multi-disciplinary and annual reviews when required
12. Demonstrate lessons to and advise mainstream colleagues, research teaching methods and assess the needs of particular pupils
13. To liaise with mainstream staff, outside agencies and parents forging multi-disciplinary links and developing the skills of mainstream staff
14. To promote and develop the use of ICT to support students with dyslexia.
15. To provide advice, guidance and support to mainstream staff

16. To source and develop new inclusive teaching resources for the service and develop resource packs for schools targeted by the outreach team, tailored to the needs of individual children.
17. To monitor and evaluate the effectiveness of the learning programmes, advice and support given – demonstrated in pupil outcomes where possible
18. To answer/research queries about SEN from mainstream schools.
19. Maintain confidentiality at all times.
20. To undertake any other work appropriate to the level and general nature of the post's duties.
21. To undertake all duties with due regard to the provisions of health and safety regulations and legislation, the Council's Equal Opportunities and Customer Care policies.

Designation of the Post to which the Post-Holder normally reports to:

STEPS Team Leader