



Job Description

Job Title	SEMH Lead Teacher
Grade	MPS/UPS + TLR2b
Responsible to	Head Teacher
Responsible for	SEMH Learning Mentors
Key Relationships / Liaison with	SEMH / Inclusion Team staff, Senior Leadership Team, SENCO, Parents/Carers. Outside Agencies, Wider school staff & governors
Job Purpose	The SEMH Lead Teacher, with the support of the Head Teacher, takes responsibility for the day to day operation of the SEMH Resource Base To facilitate collaborative working with the Inclusion Team
Key Functions	<ul style="list-style-type: none"> To provide guidance in the area of Social Emotional & Mental Health & challenging behaviour and the effective use of resources to bring about improved standards of engagement and achievement for all students. Interact on a professional level with colleagues in order to promote a mutual understanding of the curriculum and its impact on the school SEN policy, with the aim of improving teaching and learning across the school. Network and liaise with SENCOs across local schools, to ensure consistency of approach regarding transition etc. Undertake statutory activities and meetings such as the Annual Review Process. Oversee the operation of the specialist base for pupils with SEMH needs and be the class teacher within this base.
Specific Responsibilities	<p><i>The main responsibilities of the post are to:</i></p> <ul style="list-style-type: none"> To oversee the operation of the SEMH Resource Base To Line Manage support staff operating within the Centre and supporting students in other classes Create and develop Learning Plans and timetables for pupils to access the Centre Plan, design and deliver and innovative curriculum focussed on the complex needs of students accessing the Centre





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Specific Responsibilities continued

- Liaise with other colleagues to plan and prepare for students to successfully access sessions in mainstream classes
- To work with colleagues in developing their pupils' social, emotional and behavioural skills
- To devise and apply criteria for evaluating success with pupils who experience SEMH needs which impact upon their learning, and enable them to access the curriculum
- To take responsibility for tracking pupil progress and for collecting and monitoring data to support teaching and learning
- To deliver and facilitate dynamic, creative and active lessons
- In common with all Teaching Staff, have a teaching commitment that will involve the following:
 - planning and recording of lessons
 - regular submission of schemes of work and lesson planning to line manager
 - maintenance of pupil and class records
 - completion of pupils' subject reports and profiles
 - assessment, monitoring and evaluation in line with the academy policy
 - setting of pupil targets
 - tracking pupil progress
 - setting and marking of regular homework
 - undertaking regular sampling of pupil's work
 - management of relevant resources including care of equipment, stock and delegated budget where appropriate
- To identify resources required to sustain and embed high quality subject delivery
- To work in partnership with a range of agencies and providers as appropriate to deliver a broad and balanced curriculum offer
- To have pastoral and lead professional responsibility for a group of pupils, planning for positive outcomes
- To take an active role in encouraging good attendance of pupils
- To identify the individual learning needs of pupils



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<p>Specific Responsibilities continued</p>	<ul style="list-style-type: none"> • To prepare school reports in line with statutory requirements for reporting to parents/carers and to adhere to the annual schedule for completing pupil profiles including attendance at parents' /carers' meetings • To work with colleagues to develop and implement pupils' Individual Education Plans or Personal Learning Plans, including the arrangements for reintegration to school or for transition to other suitable provision, education, employment or training as appropriate • To contribute to the school's development plan
<p>General</p>	<ul style="list-style-type: none"> • To support the professional development of all staff, including NQTs and ITT students • To be a Deputy Safeguarding Lead • Undertake such other duties that may be required from time to time as reasonably determined by the Principal • The duties are neither exclusive nor exhaustive and the post holder may be required to carry out appropriate duties within the context of the job, skills and grade.



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Person Specification

Post:	SEMH Lead Teacher		
Education & Professional Qualifications	Essential	Desirable	How Assessed
Qualified Teacher Status	✓		App / Cert
Professional SENCO qualification		✓	App / Cert
Evidence of continuous professional development	✓		App / Int / Ref
Experience of leading / co-ordinating professional development and training		✓	App / Int / Ref
Experience			
Significant teaching experience	✓		App / Int
Experience teaching within a primary school setting	✓		App / Int
Experience of teaching pupils with Social, Emotional and Mental Health difficulties	✓		App / Int
Experience of strategic planning and implementation		✓	App / Int
Evidence of successful management and leadership of a diverse team or teams		✓	App / Int
Experience of working as a member of a senior team	✓		App / Int
Experience of working with school governors, sponsors trustees or a board of directors		✓	App / Int
Experience of working with a range of external partners	✓		App / Int
Successful track record of managing complex projects from inception to completion	✓		App / Int
Experience of managing complex and difficult behaviours and mental health issues	✓		App / Int
Experience of leading training of other teachers and support staff		✓	App / Int
Experience of setting targets and monitoring, evaluating and recording progress	✓		App / Int
Experience of dealing with challenging and sensitive situations	✓		App / Int
Knowledge & Skills			
Knowledge and understanding of the statutory requirements of legislation concerning Safeguarding, Equal Opportunities, Health and Safety and SEN	✓		App / Int
Understanding of the theory and practice of providing effectively for the individual needs of all children	✓		App / Int / Ref
Knowledge and understanding of the SEN Code of Conduct and its practical application strategies for meeting the SEN of students in a mixed ability classroom	✓		App / Int / Ref





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Knowledge of behaviour management techniques for groups and individuals	✓		App / Int / Ref
Knowledge of effective teaching and learning styles	✓		App / Int
Knowledge and understanding of how to use comparative information about attainment		✓	App / Int
Knowledge and understanding of the Statementing/EHCP process and the evidence needed		✓	App / Int
Knowledge and understanding of the role of the external services that support the provision for SEN students within schools		✓	App / Int
Ability to demonstrate outstanding teaching and be able to create a positive, challenging and effective learning environment	✓		App / Int / Ref / Task
Personal Attributes			
Resilience, the ability to work under pressure and be able to meet deadlines	✓		App / Int / Ref
Proven ability to think both strategically and creatively to prioritise	✓		App / Int / Ref
Excellent inter-personal skills	✓		App / Int / Ref
Excellent communication skills (including written, oral and presentation skills)	✓		App / Int / Ref
A commitment to safeguarding and promoting the welfare of children and young people	✓		App / Int
Ability to work creatively and collaboratively	✓		App / Int
Demonstrably professional, honest and loyal	✓		App / Int / Ref
Ability to make and justify difficult decisions	✓		App / Int
Commitment to our students and their learning, wellbeing and safety	✓		App / Int
Committed to equality	✓		App / Int
Inspirational Leadership qualities	✓		App / Int
Able to build and maintain successful and purposeful relationships	✓		App / Int

Key:

App = Application Form

Int = Interview

Ref = References

Task = Task

Cert = Certificates



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