



St John Bosco College

Job Profile: ASD Resource Base Provision Lead

Purpose: To serve the inclusive mission of St John Bosco College by leading the school's ASD Resource Base provision, to ensure that all our students benefit from the highest quality Catholic education and achieve the best possible outcomes.

Salary: Teachers Pay Scale & TLR £7853.00

Responsible to: Deputy Headteacher

Person Specification:

- Fully supportive of the school's ethos with a clear understanding of the distinctive nature of a Catholic school
- Understanding of and commitment to promoting the educational principles of St. John Bosco
- Hold a good Honours Degree, have Qualified Teacher Status and be capable of teaching outstanding lessons in the mainstream (any subject)
- Recent and relevant professional development
- Understanding of and commitment to the standards of the Autism Educational Trust framework
- Ability to enthuse, inspire and develop staff and students under the Catholic ethos
- Proven track record of raising standards and securing good outcomes for students with SEN needs
- Ability to manage resources efficiently
- Genuine enjoyment of working with young people
- Understanding of and commitment to inclusion for all
- Knowledge and understanding of current best practice in learning and teaching (especially for students with SEN)
- Demonstrable understanding of effective school evaluation
- Excellent communication skills and the ability to lead teams
- Commitment to working as a team player
- Capacity to work hard under pressure
- Personal integrity and the drive to do what is best for the students

Responsibilities

In addition to the duties laid out in the latest edition of the School Teachers Pay and Conditions Document the ASD Base Lead will be responsible for:

1. General responsibilities

- Have responsibility for the education and welfare of pupils with ASD/SCD in the school ASD Base Provision
- To lead the admission process for prospective pupils in a timely manner and plan for transition in and out of the provision
- Monitor, evaluate and develop the quality of learning and teaching for students in the ASD Base Provision
- Develop the skills of middle leaders, teachers and support staff in regards to teaching and supporting students with SCD and ASD.
- Work with the Associate Senior Leader to develop, implement and evaluate a strategic vision for the ASD Base Provision and help to secure the objectives of the School Development Plan in regards to this
- Lead and secure success by ensuring the effective implication of school policy
- Represent the school to external stakeholders, including parents, as and when required
- Undertake any other duties at the direction of the Headteacher

2. Achievement & Standards in the your key subject areas

- Secure excellent holistic progress and outcomes (academic and emotional depending on need) for students at the ASD Base provision
- Line manage the support staff team in your area; hold them to account, support them in their work and develop them professionally
- Monitor and evaluate all streams of data and implement subsequent action plans
- Ensure that the ASD resourced provision has a rigorous system of self-evaluation and is prepared for external scrutiny of your key subject areas
- Work with other Middle and Senior Leaders to ensure that improvements in Teaching and Learning and Outcomes support students with ASD in order to ensure a cohesive and consistent quality of curriculum and learning across the college
- Maintain the quality of provision for students with ASD to the standards required to secure and maintain the AIM recognition

3. Learning & Teaching in the your key subject areas

- Monitor, evaluate and develop learning and teaching for students with ASD to secure continuous improvement and ensure that the quality of teaching is consistently excellent
- Support and challenge staff to teach better lessons for students with ASD
- To lead and model the expert teaching of pupils with ASD within the provision and when pupils are in mainstream

4. Curriculum development in the ASD Resource Base provision

- Monitor, evaluate and develop the curriculum for students with ASD
- Plan the curriculum and staff deployment for the ASD Resources provision
- Implement, evaluate and develop the systems for assessment, reporting and recording in your key subject areas

5. Performance Management

- Line-manage support staff working within the ASD Base provision
- Set challenging objectives; ensure developments reflect school, departmental and individual needs and aspirations
- Ensure up-to-date knowledge in terms of ASD teaching pedagogy
- Ensure all statutory requirements are met
- Demonstrate a clear commitment to your own and others' professional development

6. Safeguarding Children

- To be fully aware of and understanding the duties and responsibilities arising from the Children's Act 2004 and Working Together in relation to child protection and safeguarding children and young people as this applies to the worker's role within the organisation.
- To be fully aware of the requirements as set out in Keeping Children Safe in Education, September 2016
- To also be fully aware of the principles of safeguarding as they apply to vulnerable adults in relation to the worker's role.
- To ensure that the worker's line manager is made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding and/or child protection.