

Hertfordshire County Council Job Outline



JOB TITLE:	Specialist Advisory Teacher SEND Specialist Advice and Support
GRADE:	MPS/UPS + SEN
REPORTS TO:	Area Lead Practitioner (Either 0 – 5 or 5 – 25)
TEAM:	Integrated Services for Learning (ISL)
DEPARTMENT:	Children's Services

Purpose of the Job

- To deliver quality SEND teaching ensuring a partnership approach with the family/ child/young person at the centre.
- To ensure all the relevant partner agencies are engaged at an early stage to meet the needs of children and young people with SEND to achieve their full potential.
- To ensure that the educational and developmental progress of children and young people with a range of SEND are met in line with the Hertfordshire Special Educational Needs and Disability Strategy and HCC strategic objectives.
- To work collaboratively with other colleagues both within and outside ISL, including the Delivering Special Provision Locally Partnerships, to promote early intervention and assessment.

The post holder will work entirely or predominantly within their specialism in a manner which reflects the local area and county wide needs. The post holder will be a member of the 0 – 25 Specialist SEND Support Team in an ISL locality and report to one of the Area Lead Practitioners. This will depend on their predominant specialism and the main age range the post holder works with but this will not preclude working flexibly across teams should the needs of the area require it.

Main Areas of Responsibility

To manage a case load that is planned, assessed and reviewed within specified timeframes in line with the provision map.

Demonstrate through their work that their excellent and exemplar teaching has a positive impact on the outcomes for children/ young people.

To develop, oversee and support teaching in settings and schools and to provide appropriate interventions in collaboration with the school, setting and family.

To provide specialist assessment, advice and to model teaching strategies to parents/carers and settings.

To ensure staff in schools and settings involved with the child and young person have a clear understanding of quality first teaching and progress.

To plan and deliver a range of specialist training programmes and interventions to parents/carers, schools and settings in response to identified SEND and in line with SEND policy.

To ensure the child/young person and their family are at the centre of all working practice.

To take responsibility for liaison between agencies including Education, Health and Social Care.

To represent the service as required and undertake statutory work as directed.

To coordinate transitions into and between settings ensuring full engagement with partner agencies and teams involved.

To undertake any work as required and appropriate to this role.

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.

Additional Information

Public Authorities must ensure that all members of staff in customer facing roles, whatever their nationality or origins, are able to communicate the English language fluently with the general public, verbally and in written format.

Criminal Background Check

Safeguarding children and adults is of utmost importance to Hertfordshire County Council. The Council requires employees to abide by legislation and best practice to enable Hertfordshire to achieve this. This role has been identified as requiring a Disclosure & Barring Service (DBS) check or Basic Disclosure. You must therefore ensure that any relevant criminal record check application is completed and returned as requested by the Council, as this is deemed a contractual requirement of employment. In addition, you consent to allow the Council to retain a copy of the disclosure certificate within your personal file.

It is a contractual obligation to disclose any cautions, reprimands or convictions and to update your manager of any changes to your status whilst in employment. Enhanced DBS roles will be reviewed periodically during employment, by means of DBS Dip Sample or three yearly rechecks. Failure to disclose changes to your status may be detrimental to your employment and you may be subject to disciplinary action.

Please note that additional information referring to the check is in the guidance notes to the application form. If you are invited to interview you will receive more information.

Equality and Diversity

Hertfordshire County Council is determined to take action to ensure that our belief in diversity and equality of opportunity is integral to everything we do. It will inform every area of activity; from the way we provide services to the way we employ our staff. It is a central responsibility of all councillors, managers, staff and partners. The council's equality policy 'Putting People First' is available on hertfordshire.gov.uk, on the internal intranet or from your line manager.

Health and Safety

It will be the duty of every employee while at work to take reasonable care for the Health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

PERSON SPECIFICATION

Please provide a supporting statement which includes examples and evidence of when you have demonstrated the attributes listed below.

You will be expected to address each point separately and in the order listed.

If you do not complete a full supporting statement in the requested format, your application may be rejected.

- Educated to a degree level and hold qualified teacher status (Essential)
- Hold mandatory qualification in HI, VI or MSI and/or additional qualifications in a specialist area e.g. Early Years, Autism, SPLD, PNI (Desirable)
- Excellent communication and technology (ICT) skills
- Ability to work as part of a team and independently as required
- Ability to set and maintain high standards for professional practice, leading good practice by example
- Experience of working with parents and carers of children with SEND and/or additional needs
- Ability to prioritise work within a multi professional team reflecting service priorities
- Knowledge and experience of policy, practice and legislative developments in regard to 0-25 SEND
- Clear understanding and evidence of high quality teaching and learning
- Thorough knowledge of SEND legislation and good practice including the code of practice, Equalities Act and other relevant legislation
- Ability to evaluate practice and show clear outcomes of interventions