



Excellence for All

Secondary Lead Link Teacher – Job Description

Reports To: Deputy Headteacher – Interventions

Responsible for: Teachers in the Secondary Link

Purpose

To lead the Secondary Link and teach in the secondary classes for medically vulnerable pupils.

1. Professional duties in accordance with School Teachers' Pay and Conditions Document
2. Duties commensurate with a lead teacher including, but not limited to:

Planning and Preparation

- To ensure high quality, innovative curriculum and intervention planning for secondary MV pupils.
- To plan outreach intervention and support packages for referred mainstream secondary school students
- To coordinate timetables for the given student group
- To liaise with secondary schools to ensure progressive continuity of curriculum for secondary pupils from mainstream schools
- To plan for and support reintegration of secondary MV pupils to mainstream schools
- In collaboration with the primary lead and pastoral manager, ensure effective deployment of teaching and non-teaching staff, including, as appropriate, arranging of internal cover in the event of absence

Delivery

- To teach students from mainstream secondary schools
- In liaison with class teachers in mainstream schools, promote continuity and progression of learning for students referred to our outreach support
- Model teaching strategies for successful intervention with both MV pupils and those being supported through outreach
- To support the development of the whole child by ensuring effective liaison with parents and colleagues from all disciplines

Evaluation and reporting

- To ensure that students' progress and achievement is evaluated regularly and to high standards
- To ensure that reporting to students, parents and mainstream schools on progress is regular and effective
- To obtain and maintain data as needed for bench marking and target setting
- To report to DHT on a regular basis, in an agreed format
- To be responsible to the DHT for the delegated budget
- To ensure that health and safety and maintenance issues are reported promptly to the Facilities Manager
- To uphold all safeguarding responsibilities as part of the extended safeguarding team
- To line manage and quality assure all teachers in the secondary Link

To undertake any other reasonable duties as required.