

# ROCHDALE BOROUGH COUNCIL

## JOB DESCRIPTION

**SERVICE:** Early Help & Schools  
**SECTION:** Marland Hill Primary School  
**LOCATION:** Roch Mills Crescent, off Roch Valley Way, Rochdale, OL11 4QW  
**JOB TITLE:** **Specialist Teacher - Hearing Impairment**

**Grade:** MPS/UPS + Special Needs Allowance (£2679 to £5285)

**Accountable to:** Headteacher & Deputy Headteacher

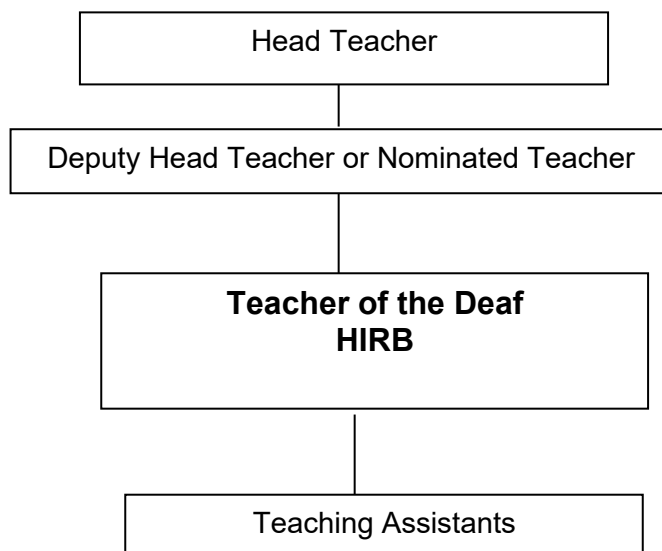
**Accountable for:** Teaching Assistants within the HI Team

**Hours of Duty:** Teachers Pay and Conditions

**Any Special Conditions of Service:** The Authority operates a Smoke Free Policy for all its employees and applies to any building and associated grounds within in the immediate vicinity of the building which is wholly owned, leased or operated and occupied by R M B C.  
To travel within the borough  
To attend evening meetings as required

**The Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects staff to share this commitment.**

### **ORGANISATIONAL CHART**



## **PURPOSE AND OBJECTIVES OF THE JOB**

The purpose of the job is to work under the direction of the Headteacher and Deputy Headteacher to promote the participation, progress and independence of children within Hearing Impairment.

The objectives of the job are to:

- Contribute to the ethos of the school and support class teachers in meeting the needs of children with an hearing impairment
- Contribute to development and improvement of the Hearing Impaired Resourced Base (HIRB)
- Be responsible for planning, teaching and learning within the HIRB
- Support the inclusion and independence of pupils with a hearing impairment
- Undertake duties of a teacher of the deaf including outreach if necessary
- Increase the skills and knowledge of school staff working with children with hearing impairment through high quality training and professional development on HI
- Provide high quality audiological management
- Line manage teaching assistants including their deployment in school

## **Control of Resources**

### **Personnel**

To be responsible for the direction, support and motivation of self and any staff under the post-holder's control

### **Financial**

To work in accordance with Financial Regulations and procedures of the Council/School

### **Equipment/Materials**

Responsibility for the safe use and maintenance of equipment/materials used by the post-holder

To adhere to the Councils/School's safe rules and regulations relating to the use of IT, email and intranet/internet access

## **Health/Safety/Welfare**

Responsibility for the safety and welfare of self and colleagues in accordance with the Health and Safety Policies of the Council/School

## **Equality and Diversity**

To work in accordance with the Authority's/School's Policy relating to the promotion of Equality and Diversity

## **Training and Development**

The post holder will be responsible for assisting in the identification and undertaking of his/her own training and development requirements in accordance with the Council's Performance Management Framework

## **Relationships (Internal and External)**

**Internal:** School staff

**External:** Children and young people, parents and carers, RANS staff and the wider SEN & Children with Disabilities Service, LA Officers, other Council Departments staff, staff from other agencies (e.g. Audiology, Cochlear Implant Centres, Speech and Language Therapy etc), early years settings and the voluntary/private sector as appropriate

## **Responsibilities**

The post holder must -

- (i) Perform his/her duties in accordance with Marland Hill's Single Equality and Community Cohesion Policy
- (ii) Ensure that Rochdale Council's commitment to public service orientation and care of our customers is provided

## **Values and Behaviours**

Approach the job at all times using the values set out in our schools Vision and Values Statement

*Dream, believe, succeed, achieve*

At Marland Hill we aim to create a happy, secure and stimulating learning environment in which all members of the school community are valued and supported to grow in confidence and develop to their full potential.

- We value and recognise the uniqueness and achievement of every member of our school family and community
- We promote British and Co-operative values and attitudes of care, tolerance, trust and respect within our school and across wider communities
- We strive for excellence in teaching and learning within high quality learning environments
- We provide a creative curriculum which stimulates positive models of enquiry, reflection, challenge and innovation whilst emphasising basic skills
- We nurture and support all abilities, helping all children to achieve their full potential in all areas of learning – intellectual, physical, emotional, moral, spiritual and cultural

## **Principal Duties**

To be the teacher in charge of the HIRB by

- Assessing the needs of children and young people and their families
- Supporting the school to provide a broad and balanced curriculum for children with a hearing impairment focused on high achievement
- Ensuring a rich and stimulating environment for children with a hearing impairment through development and maintenance of appropriate resources
- Providing advice and guidance on how needs can be met, in relation to differentiation, resources, environmental modifications, specialist hearing equipment, individualised learning programmes, and teaching & learning strategies
- Managing statutory and optional tests and assessments for children with hearing impairment
- Developing appropriate curriculum and resources for HI pupils
- Monitoring specialist hearing equipment and effective use, as appropriate
- Providing training/coaching to staff in school, and where appropriate, to parents and carers
- Providing direct teaching to pupils as agreed in HIRB or in mainstream classes
- Supporting, motivating and managing teaching assistants
- Working and liaising with staff from other agencies involved in supporting HI children
- Writing and regular monitoring of personalised learning programmes
- Providing written reports including reports for statutory annual review meetings

- Participating in annual reviews in consultation with the SENCo
- Supporting the access of children with HI to extra-curricular activities, as appropriate
- Being responsible for monitoring pupils' welfare and standards of behaviour in HIRB, supporting and guiding HI staff on appropriate strategies and meeting parents where necessary after discussion with senior management
- Leading by example, promoting good organisation & management of HIRB work and being proactive in new initiatives and developments

### **Working in the school**

Work with all school staff to promote high standards within an inclusive setting by:

- Representing the interest of the HIRB to the management team
- To work as a member of the Team and attend staff meetings at school and with the HI Team if appropriate
- Contributing to and organising school activities as directed by the Head Teacher
- Promoting the work of the resourced base within the school
- Monitoring and evaluating planning, teaching, learning and assessment of specialist interventions and supporting the class teacher to raise standards in pupil achievement and progress
- Reporting on and being accountable for the progress of pupils following specialist programmes in the resourced base as requested by the senior management
- Contributing to the School Improvement Plan as it relates to provision for children with a hearing impairment
- Reporting to senior leadership in the school about the work in the HIRB and attend governors' meeting or provide an update as requested
- Liaising with class teachers to promote inclusive practice and jointly plan support for HI pupils in mainstream classes
- Contributing to the development of effective links with partner HI schools/ bases
- Liaising appropriately with all school staff to ensure continuity and progression across the school
- Leading INSET programmes with school staff on hearing impairment

### **Supervision and Planning**

- Establishing good relationships, encouraging good working practices, supporting and directing staff in the HIRB
- Arranging the timetable and support, based on individual pupil needs within the base and in mainstream classes in liaison with the school
- Taking part in the appointment of new HIRB staff and supporting the induction process including supply staff and students

### **Processes and Protocols**

- Be responsible for the use and security of the equipment used within the resourced base
- Contribute to the process of admission for new pupils to the base and their transfer to secondary education
- Provide termly updates about the quantitative and qualitative progress of individual pupils at the HIRB to the HIRB monitoring panel
- Ensure that pupil information is appropriately maintained in line with data protection and information security legislation and policies
- Ensure protocols are followed and appropriate records are kept in relation to confidentiality, information-sharing and safeguarding
- Support the effective storage, management and maintenance of specialist equipment

### **Multi-Agency Working and Safeguarding**

- Operate within the Council and School's Safeguarding policies

