

ROLE DESCRIPTION

Role description:	Advisory Teacher for Hearing Impairment	
Role profile number and grade:	UPR-02	Grade: Teachers' Terms and Conditions Main or Upper pay scale plus SEN1 or 2 depending on experience
Number of posts:		
Service/Team:	Special Educational Needs and Disability (SEND) Service	
Reports to:		

Service / function Context
<p>The Special Educational Needs and Disability (SEND) Service exists to improve outcomes and make a positive difference to the lives of children and young people with SEND, and their families, who require support to be included in their community.</p> <p>The SEND Service is an innovative service, pulling together key skills, knowledge and appropriate roles from across the children and young people disabilities teams and special educational needs.</p> <p>The Service will provide high quality, coordinated child, young person and family-centred services which respond to needs and adopt a preventative and early help approach. Whenever and wherever possible services will be provided at a mainstream universal level (within communities) and barriers to this will be removed.</p> <p>The Service adheres to agreed key operating principles designed by customers and staff, which ultimately place the child, young person and their family at the heart of service provision and empower them to live the life they choose. This will be achieved by enabling the provision of timely, coordinated services, planned in partnership with each child, young person and their family.</p> <p>The advisory teacher for hearing impairment will work in close co-operation with other advisory teachers, education staff, parents, health and SEND officers in order to promote the inclusion and achievement of children and young people with hearing impairment in education settings.</p>

Job Purpose

Main duties:

- Provide support and advice to enable pre-schools, mainstream and special schools and colleges to enhance the effective education of children/young people with hearing impairment
- Assess individual needs and identify and find solutions to challenges in partnership with the staff of educational settings and other agencies to maximise learning
- Provide direct teaching to children and young people as appropriate
- Plan visits to children and young people with hearing impairment according to their needs, within a designated areas of the county, in accordance with the guidance and requirements agreed within the Service
- Manage curriculum access for children/young people with a hearing impairment and through monitoring, intervention and evaluation ensure that they are suitably challenged to maximise learning.
- Develop the teaching and support practices of staff in educational settings
- Lead and develop training for education personnel and carers, in relation to the needs of children/young people with hearing impairment
- Work in close co-operation with setting and health staff, children and young people and parents to ensure that the best possible outcomes are achieved by working together
- Work in close co-operation with our SEND Lead Workers and Education Officers by providing timely advice for EHC needs assessments and contributing to reviewing Education and Health Care Plans
- Keep up-to-date with national, regional and local developments, and with advances in methods of supporting children/young people with hearing impairment
- Liaise with statutory and voluntary bodies as appropriate
- Contribute to the development and implementation of policies within schools, pre-schools and post 16.
- Support Education Officers at Tribunal or in court when it is professionally appropriate to do so
- Give advice to senior managers in formulating and reviewing education policies within the County.
- Attend team meetings and seek and offer peer support, advice and challenge
- Provide suitable programmes of work for specialist sensory TAs
- Contribute to the development and implementation of policies within the service and individual team
- Contribute to the formulation, implementation and review of the service improvement plan and the specialism team improvement plan
- Manage resources and provide information for the service database of equipment
- Provide advice and training in the use of specialist equipment for children with a hearing impairment and keep up with technological changes in the field of HI
- Maintain appropriate records of all work undertaken and enter these on the service database
- Make use of data research and evidence based practice to raise pupil achievement.
- Contribute to own performance review as set out in the Performance Management policy and guidelines
- Undertake development opportunities to extend knowledge and skills.
- The post holder is responsible for the oversight of any programmes of work given to the Sensory Impairment Teaching Assistants, ensuring timescales are met and work is quality assured
- Daily use of all Microsoft Office Packages and any other systems to enable you to do your job.
- To be responsible for your own health and safety and that of anyone else who may be affected by your acts or omissions.
- You are required not to discriminate against colleagues, suppliers or third parties at work, nor should you harass or victimise others. You are further required to report incidents of discrimination at work, either to your manager or anonymously via the whistleblowing policy.

Contacts & Relationships

- Internal relationships include: the manager of the Sensory Impaired, physical and Medical Service, Senior managers in the SEND Service, SEND Lead Workers, Education Officers, other SEN Advisory Teachers and Educational Psychologists.

- External relationships include: parents, children and young people, parent partnership service, senior representatives of voluntary organisations, headteachers of primary, secondary and special schools, and similar post holders in other local authorities, health staff.

Records Management

- You are responsible for ensuring that all information sources for which you have responsibility are maintained in line with corporate guidance. This applies to all electronic and hard copy information. In particular you must make sure that sufficient time is spent on ensuring that information is kept accurate and up-to-date and stored in ways that promote findability. All redundant information must be archived, deleted or physically destroyed in accordance with the corporate Records Retention Policy.
- You should also ensure that access permissions are maintained to limit access to sensitive information. You are responsible for maintaining the confidentiality of sensitive data, whether held electronically or in hard copy, and promptly reporting all breaches, or potential breaches, of our Information Security Policy to the Information Assurance Team.

Other Duties

- The postholder may be required to perform duties other than those given in the job description for the post. The particular duties and responsibilities attached to posts may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and would not in themselves justify the re-evaluation of a post. In cases, however, where a permanent and substantial change in the duties and responsibilities of a post occurs, consistent with a higher level of responsibility, then the post would be eligible for re-evaluation.

You must have the legal authority to work in the UK. Non-EU nationals must have an up to date work permit from the UK Border Agency a copy of which must be provided to the recruitment team.

Person Specification
Specific qualifications, knowledge, and skills required for this role:
<p style="text-align: center;">Essential</p> <p>Qualifications & Knowledge:</p> <ul style="list-style-type: none"> Fully qualified teacher status Relevant postgraduate qualification in SEND Willingness to undertake postgraduate study to train as a Teacher of the Deaf if not already qualified Proven application of knowledge and experience of current Special Educational Needs processes, legislation and Code of Practice Has up-to-date knowledge of relevant legislation and guidance in relation to working with, and the protection of, children and young people Has up to date knowledge of relevant legislation and guidance in relation to working with and the safeguarding of children/vulnerable adults <p>Skills & Experience:</p> <ul style="list-style-type: none"> Excellent written and verbal communication skills especially in conversations with parents and school staff during meetings Capability to use Information and Communication Technology (ICT) as an integral element of work practice. Substantial experience teaching in the classroom as well as experience in the wider field of special educational needs Ability to work collaboratively and effectively with colleagues, families and children Recent additional training and evidence of continued professional development. Ability to work independently and flexibly within a team Ability to present information and communicate effectively. High quality interpersonal and reflective skills. Willingness to work with children and young people 0-25 years Recent additional training or further study Ability to manage new initiatives and develop project work Ability to manage own diary and meet the travel requirements of the post Ability to learn from more experienced staff and to adapt working practices in the light of experience of successful casework or challenges Ability to give guidance and monitor programmes of work negotiated with other staff
<p style="text-align: center;">Desirable</p> <ul style="list-style-type: none"> Qualified Teacher of the Deaf Recent and successful work with Hearing Impaired children or young people Have experience of teaching BSL to children/young people
Career graded posts
This post does not form part of a career grade.

Supporting information

Driving classification	
Occasional driver A valid UK driving licence is not required. Occasionally may need to travel to different locations in order to undertake the duties of the role.	<input type="checkbox"/>
Regular Driver Must hold a valid UK driving licence (with no more than 6 penalty points) and have access to either their own car or a pool car in order to undertake the duties of the role unless other forms of transport are available and viable to perform the role, including public transport. Or a reasonable adjustment has been agreed.	<input checked="" type="checkbox"/>
Required Driver Must hold a valid UK driving licence (with no more than 3 penalty points) and will drive a vehicle supplied by the Council in order to undertake the duties of the role.	<input type="checkbox"/>
Employees should refer to the Corporate Driving at Work policy for further information.	

Driving trigger points			
The trigger points set out below, regarding driving licence points and at-fault accidents, apply to all staff who drive on council business.			
Trigger Points	Corrective Driver Training Course or further action	Additional corrective training if appropriate or further action	
Points on driving licence	6	9	
Trigger Points	Discussion and advice on expected driving standards	Corrective Driver Training Course or further action	Additional corrective training if appropriate or further action
At fault accidents within a two-year period (whether work or personal)	1	2	3
Job applicants who drive must have 9 or less points on their driving licence, and must have less than 4 at fault accidents within a two-year period. If they meet the trigger points, they will be subject to the actions outlined in the table above.			
If holding a valid licence, occasional drivers will need to declare penalty points and no-fault accidents as requested. Depending on the role, decisions as to whether this might either affect appointment or require corrective driver training, will be made case by case.			

Political restriction	
This role is politically restricted. The job holder is not permitted to undertake political activity involving standing for election as a member of parliament, as a member of the Scottish or Welsh Parliaments, or a local councillor. The job holder is furthermore not permitted to canvass on behalf of a political party or a person who is already, or who seeks to be, a candidate. In addition, they may not speak to the public or publish any written or artistic work that could give the impression they are advocating support for a political party	<input type="checkbox"/>

This role is not politically restricted	<input checked="" type="checkbox"/>
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Professional fees and related occupational costs	
As part of this role, or to support professional development, the job holder is required to be a member of a professional body or association. The job holder is responsible for payment of all professional fees, memberships, registrations or subscriptions and no reimbursement or contribution towards these will be provided by the council	<input type="checkbox"/>
This role does not have any professional or occupational membership requirements	<input checked="" type="checkbox"/>

Clearances – Disclosure & Barring Service (DBS)	
This role will be engaged in 'regulated activity' providing specific services relating to children or vulnerable adults and is subject to a Disclosure from the Disclosure and Barring Service.	<input checked="" type="checkbox"/>
This role is exempt from the Rehabilitation of Offenders Act 1974 and will require an Enhanced DBS check before appointment can be confirmed.	<input checked="" type="checkbox"/>
This role is exempt from the Rehabilitation of Offenders Act 1974 and will require a Standard DBS check	<input type="checkbox"/>
The role requires a Basic DBS check to check for convictions and cautions that are considered to be unspent under the terms of the Rehabilitation of Offenders Act 1974.	<input type="checkbox"/>
This role is not subject to a Disclosure from the Disclosure and Barring Service in order to undertake the duties of the role.	<input type="checkbox"/>

Clearances – Baseline Personnel Security Standard (BPSS)	
This role requires access to the UK government Public Services Network (PSN) and is subject to a BPSS check	<input type="checkbox"/>
This role is not subject to a BPSS check	<input checked="" type="checkbox"/>

Clearances – Non-Police Personnel Vetting (NPPV)	
This role requires working in partnership with the police, and/or having access to Police related systems and is subject to a NPPV check at level 2* . (*regular access to police premises and police information, intelligence and financial or operational assets. Occasional access to those deemed 'secret').	<input type="checkbox"/>
This role requires working in partnership with the police, and/or having access to Police related systems and is subject to a NPPV check at level 3* (*regular unsupervised access to police premises and/or access to police information and/or information systems and/or hard copy material either on police premises or by remote access up to "secret" level. A level 3 includes a check on you, your spouse/partner, co-residents, and all family members).	<input type="checkbox"/>
This role is not subject to a NPPV check	<input checked="" type="checkbox"/>

Safeguarding	
For all roles within Children's Services. Wiltshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and all staff are expected to share this commitment. You will be expected to report any concerns relating to the safeguarding of children, young people or vulnerable adults in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children, young people or vulnerable adults gives cause for concern, the council's agreed child protection/vulnerable adults protection procedures will be followed.	<input checked="" type="checkbox"/>
For all roles within Adult Social Services. Wiltshire Council is committed to safeguarding and promoting the welfare of vulnerable adults and all staff working for the council are expected to share a commitment to this. You will be expected to report any concerns relating to the possible abuse of a vulnerable adult in accordance with the agreed interagency safeguarding adults' procedures. If your own conduct in relation to the safeguarding of vulnerable adults gives cause for concern, the council's agreed interagency safeguarding adults' procedures will be followed, alongside implementation of the council's disciplinary procedure. The job holder is accountable for their safeguarding of vulnerable adult responsibilities to their line manager.	<input type="checkbox"/>
For all other roles within the council. Wiltshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and all staff are expected to share this commitment. You will be expected to report any concerns relating to the safeguarding of children, young people or vulnerable adults in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children, young people or vulnerable adults gives cause for concern, the council's agreed child protection/vulnerable adults protection procedures will be followed.	<input type="checkbox"/>