



# Job Description

<b>Job Title:</b>	<b>Lead Teacher of the Visually Impaired (QTVI)</b>
<b>Responsible To:</b>	<b>Headteacher via the SENCo</b>
<b>Grade:</b>	<b>MPS/UPS + TLR 2c</b>

## KEY PURPOSE OF THE JOB

The Lead Teacher of the Visually Impaired (QTVI) is responsible for teaching, assessing and monitoring pupils with VI within the enhanced provision. The teacher must hold the mandatory qualification for Teacher of the Visually Impaired in order to enhance the teaching and learning of children with VI placed within the Enhanced Provision and oversee their inclusion into mainstream education.

## MAIN ACTIVITIES

- To deliver effective and efficient support, advice and training to mainstream colleagues and facilitate inclusive education, meeting statutory responsibilities and raising standards of achievement for pupils with VI.
- To work within mainstream classrooms, supporting teachers (as appropriate).
- To use specialist teaching skills with pupils on a 1:1 and small group basis to develop life skills, touch typing, Braille and tactile skills in accordance with parental wishes.
- To work collaboratively with the families as well as outside agencies to maximise the opportunities to develop the independence, communication and learning of the young people.
- To submit reports and to attend, as appropriate, multi professional meetings e.g.: TAF, EHCP Reviews, Annual Reviews.
- To keep accurate records relating to pupils needs and data in accordance with school requirements.
- To lead and manage a team of learning support assistants to include professional development and training.
- To coordinate a timetable of support for children with VI.
- Liaise with the primary enhanced resource base to ensure transition of pupils to secondary school.
- Ensure that curriculum materials are modified and produced in large print, tactile diagrams or Braille to the individual needs of pupils
- To promote independent learning

## **PROFESSIONAL EXPECTATIONS**

This post falls under the terms and condition of employment for teachers. The post holder will require an enhanced level of verbal and written communication (including Braille) skills with a high degree of specialist knowledge in order to deliver an effective service to children with VI.

### **Teaching and Learning:**

- To ensure that the special educational needs of individual children are met within an inclusive environment that allows them access to the National Curriculum in accordance with the provisions of the Special Educational Needs Code of Practice and Disability Discrimination Act.
- To liaise with and have regard to the policies, procedures and practices of the Directorate of Children's Services.
- To contribute to the development of the Specialist Base in the raising of standards in teaching, learning and attainment for pupils with VI.
- To assist in the preparation of training to mainstream colleagues to promote inclusive practices and to aid the effective teaching of pupils with VI.
- To establish and maintain professional relationships with other services or agencies, parents and pupils to develop and sustain effective teaching and learning strategies for pupils with VI.
- Ensure teaching is carefully pitched to ensure children with VI are included and are effective contributors.
- To develop teaching strategies, approaches, specialist materials and resources to support pupils with VI.
- To regularly plan with school staff and other agencies to advise on specific strategies and specialist equipment and curriculum materials to individual pupils.
- To work within a multi-disciplinary framework including partnership with parents and other professionals.
- To implement effective strategies within mainstream lessons to ensure inclusion and progress for children with VI.
- To advise on specialist equipment and specific strategies appropriate to individual pupils.
- To be aware of new technical equipment available to enhance learning
- To understand how visual impairment can impact on learning.
- To set realistic targets aimed at closing the attainment gap.
- To liaise with the exams officer to ensure that external exams are provided in the appropriate format and ensure the correct access arrangements are in place for the individual needs of pupils with VI.

## **SCHOOL ORGANISATIONAL OBJECTIVES**

The Post holder will contribute to the school's objectives in service delivery by:

- Enactment of Health and Safety requirements and initiatives as directed.
- Ensuring compliance with Data Protection legislation.
- At all times operating within the school's Equal Opportunities framework.
- Commitment and contribution to improving standards for pupils and school improvement as a whole.
- Ensuring the safeguarding of all pupils.
- Demonstrating consistently high standards of personal and professional conduct.

## **CONDITIONS OF SERVICE**

Governed by the National Joint APT&C Conditions, supplemented by local conditions as agreed by the governors.

## **SAFEGUARDING - PROMOTING THE WELFARE OF CHILDREN AND YOUNG PEOPLE**

- To demonstrate a commitment to safeguarding and promoting the welfare of children and young people, staff and volunteers.
- To demonstrate a thorough understanding of safeguarding and safer recruitment policies and procedures, and their application within an educational setting/environment in accordance with the current DfE statutory guidance for Keeping children safe in education.

## **SPECIAL CONDITIONS OF SERVICE**

Because of the nature of the post, candidates are not entitled to withhold information regarding convictions by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 as amended.

The school is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to enhanced criminal records bureau disclosure.

## **EQUAL OPPORTUNITIES**

The post holder will be expected to carry out all duties in the context of and in compliance with the School's Equal Opportunities Policies.