



Role Description Secondary Learning Enhancement (Special Education) Teacher

Introduction:

In our Sacred Heart school there has been a long tradition of particular care for every student. In this our inspiration is found in the words of the Mother Foundress, St Madeleine Sophie Barat herself: "I would have founded the Society for the sake of the soul of one child." It is the policy of Sacré Cœur to live out the values that reflect its Sacred Heart tradition. These values are embodied in the Goals of Sacred Heart education, which are:

1. A personal and active faith in God.
2. A deep respect for intellectual values.
3. The building of community as a Christian value.
4. A social awareness that impels to action.
5. Personal growth in an atmosphere of wise freedom.

Sacré Cœur places an emphasis on serious study and academic excellence. The curriculum is designed to engender the integral development of students, encouraging physical, intellectual, moral, creative and spiritual growth in a supportive and co-operative learning environment.

At Sacré Cœur we aspire to the highest professional standards. This is reflected in the quality of the relationship between staff and students, the learning environment created, the concern for each individual and a hard-working conscientious approach to professional practice.

Teachers are powerful role models and uniquely placed to influence young people, to encourage, affirm and inspire them to fulfil their potential. At Sacré Cœur teachers are expected to live out the Goals of Sacred Heart education. They must take a leadership role in building up the community of the School, beginning with their own classrooms where the highest standards are expected of all and everyone is treated with respect. Teachers are in a position of great trust and must keep faith with students, parents and colleagues by always following through, keeping our word, demonstrating integrity.

As teachers we are lifelong learners, open to growth and willing to explore new ideas. We need to be reflective people, ever reviewing and evaluating our ideas and practices with a view to improvement and ready to share and learn from each other.

The pastoral management of students involves teachers, parents and the students themselves as they learn self-discipline. A team approach is taken by all staff, but in particular, a pastoral team involves the Year Level Co-Coordinator, Homeroom Teacher, Subject Teachers, Deputy Principal: Head of Senior School and the Student Wellbeing Team. Close contact is maintained with parents.

Student academic programs are managed by a team that includes the Director of Learning and Teaching.

Responsible to:

The Principal through the Director of Learning and Teaching, working on a day to day basis under the direction of the Learning Enhancement Leader (7–12).

Key Requirements:

1. Appropriate special education qualifications, suitable experience and a background relevant to the role
2. A working knowledge of the CEOM Intervention Framework is essential
3. Understanding of the philosophy and spirituality of a Catholic school
4. The goals of Sacred Heart Education should be evident in the modeling provided by this person in their dealings with students, staff and parents
5. Enthusiasm and commitment to the role, its responsibilities and challenges
6. Experience in developing Personalised Learning Plans for students with specific learning needs
7. Flexibility to work with different teams
8. Contribution to a child-safe environment, familiarity with and compliance with the school's child-safe policy and code of conduct, and any other policies or procedures relating to child safety

General Responsibilities:

1. The teacher should display competence, energy and initiative in the role
2. The teacher will undertake regular professional learning via:
 - Attending workshops and conferences relating to the specific role
 - Participating in collegial professional learning with other Sacré Cœur staff
3. To uphold and promote Restorative Practices in working with students, parents and staff
4. Contribution to a child-safe environment, familiarity with and compliance with the school's child-safe policy and code of conduct, and any other policies or procedures relating to child safety

Specific Duties:

(To be read in conjunction with general Teacher Role Description)

The Secondary Special Education Teacher will:

- Model effective practice and implement inclusive strategies that engage and support all students
- Support individual and small groups of students to address key areas in Literacy, Numeracy and study skills
- Communicate with students about areas of strengths and challenges and develop awareness about the types of strategies that may support their learning
- Work with the Learning Enhancement Leader (Years 7 -12) and subject teachers on curriculum differentiation to assist students with special needs
- Support colleagues using current and comprehensive knowledge of content and teaching strategies to develop and implement engaging learning and teaching programs
- Liaise with teachers to plan and/or implement differentiation around class tasks and assessment for students
- Assist Subject Teachers with the development, implementation and evaluation of Personalised Learning Plans
- Assist in providing resources for teachers regarding suitable programs, resources and materials to support individual students
- Advise staff of relevant professional learning opportunities
- Contribute to the development of and apply a comprehensive range of assessment strategies to diagnose learning needs
- Develop and implement a variety of assessment necessary to build accurate academic profiles of each student
- Contribute to data tracking of Secondary students
- Contribute to Program Support Group meetings as appropriate
- Contribute to the collection of evidence for NCCD as required
- Contribute to referral of students to external professional agencies
- Work with Learning Support Officers to identify and provide relevant in class support and adjustments as reflected in student's PLP
- Meet fortnightly with Learning Enhancement Leader (Year 7 -12) and Learning Enhancement Team
- Contribute to modified report templates
- Contribute to student summaries for Years 7 – 12 for all high learning needs students supported by learning enhancement (Semester 1 and 2)