

JOB DESCRIPTION

Post Title	Support Base Teacher
Salary Scale / Grade	UPR/MPR
Reporting to	Inclusion Manager

Job Purpose:

The Support Base Teacher will work with our students who need an additional sense of belonging and more of a bespoke learning package for a fixed period of time. The role will be working to re-engage students with education by providing a trauma-informed, values-led provision rooted in safety, belonging, and nurture. Through explicit teaching of emotional regulation, resilience, and life skills, students will be supported to overcome barriers to learning, working towards successful reintegration into mainstream education or transition confidently to their next stage.

Key Accountabilities:

Teaching and Learning

- Be responsible for the teaching of groups and individual students, depending on need.
- Plan and deliver well-structured, engaging lessons with a flexible outlook and good knowledge of the foundation skills for learning.
- Assess, monitor, record, and report on the learning progress and achievements of assigned students, making effective use of assessment data
- Adapt teaching strategies and resources to respond to the strengths and needs of students, ensuring they make excellent progress and achieve their full potential
- Demonstrate excellent subject and curriculum knowledge, and a deep understanding of how to support students with diverse learning needs

Whole-School Involvement

- Contribute to the development, implementation, and evaluation of the school's policies, practices, and procedures, in alignment with Medina College's vision and values
- Make a positive contribution to the wider life and ethos of the school, actively participating in school events and initiatives
- Work collaboratively with colleagues, including Curriculum Leaders, Pastoral team and SEND team, to ensure a coordinated and holistic approach to student development

Health, Safety, and Wellbeing

- Promote the safety, health, and wellbeing of all students, maintaining good order and discipline in the support base to ensure a safe and supportive learning environment
- Work closely with the designated safeguarding lead (DSL) and other relevant professionals to

support the best interests of students, including sharing concerns where necessary

Professional Development

- Engage in the school's appraisal procedures and actively seek opportunities for further training and development to improve teaching practice
- Take part in the appraisal and professional development of other teachers and support staff, where appropriate

Communication and Collaboration

- Communicate effectively with students, parents, and carers, building positive relationships and providing regular updates on student progress
- Collaborate with colleagues and other relevant professionals, both within and beyond the school, to ensure a coordinated and holistic approach to student support

Skills and Competencies

- Excellent teaching and classroom management skills, with the ability to differentiate instruction and create inclusive learning environments
- Strong understanding of child development, special educational needs, and social, emotional, and mental health (SEMH) challenges
- Proven ability to build positive relationships with students, parents, and colleagues, and to work collaboratively as part of a team
- Excellent communication and interpersonal skills, with the ability to effectively convey information and provide support
- Resilience, empathy, and a genuine passion for supporting the academic, social, and emotional growth of all students
- Strong organisational and time-management skills, with the ability to prioritise tasks and meet deadlines

Professional Development

Medina College is committed to supporting the professional growth and development of all staff. As a Support Base Teacher, you will have access to a range of training and development opportunities, including:

- Participation in the school's appraisal process, which will help identify areas for improvement and support your professional goals
- Access to in-house and external training programmes, workshops, and coaching to enhance your teaching practice and subject knowledge
- Opportunities to take on additional responsibilities, such as leading on specific initiatives or mentoring other teachers
- Encouragement to engage in research, reflective practice, and collaboration with colleagues to stay up-to-date with the latest pedagogical approaches
- By investing in your professional development, Medina College aims to empower you to become an exceptional practitioner, capable of delivering high-quality, inclusive education that transforms the

lives of our students.

Safeguarding

Medina College is committed to safeguarding and promoting the welfare of children and young people. As a Support Base Teacher, you will be expected to:

- Work in line with the school's safeguarding and child protection policies, as well as relevant statutory guidance (e.g., Keeping Children Safe in Education, Prevent)
- Collaborate with the designated safeguarding lead (DSL) and other relevant professionals to ensure the best interests of students, including sharing concerns where necessary
- Promote the safeguarding and wellbeing of all students in the school, with a particular focus on those in the support base who may be more vulnerable
- Participate in regular safeguarding training to maintain up-to-date knowledge and understanding of your responsibilities

Other responsibilities:

- To follow and support school policies reflecting the school's commitment to high achievement and effective teaching and learning.
- To contribute to the maintenance of the school's ethos by expecting high standards from all students in both lessons and social times, modelling these high standards personally.
- To ensure all duties and responsibilities are discharged in accordance with the school's health and safety at work policy.
- To promote and safeguard the welfare of children and young people you are responsible for or encounter.
- To undertake any other reasonable tasks as directed by the Executive Headteacher / Head of School.

Review:

This job description is subject to annual review and / or change at other times in response to identified needs. It is expected that the post holder will undertake additional duties, as required, and in agreement with their line manager, to operate in a flexible environment.

PERSON SPECIFICATION

	Essential	Desirable	How Tested A – Application I – Interview T - Test
QUALIFICATIONS AND TRAINING			
Honours degree in relevant subject	✓		A
Qualified Teacher Status	✓		A
Recent, relevant professional development	✓		A, I
EXPERIENCE			
Experience of successful secondary teaching or teaching practises	✓		A, I
Experience of successful teaching across the ability range	✓		A
Experience of effectively teaching students' progress	✓		A, I
KNOWLEDGE AND UNDERSTANDING			
Understanding of the main safeguarding principles	✓		A, I
Detailed working knowledge of National Curriculum and attainment levels and how to enable students to access higher levels	✓		A
Subject knowledge commensurate with that required for the effective delivery of exam board specifications	✓		A
Flexible attitude to learning with a variety of teaching styles	✓		A
Use of ICT to meet the needs of students to improve their outcomes and raise standards	✓		I
Ability to generate new ideas about the delivery and students' engagement and enjoyment of the subject	✓		A, I
Use of data to inform decision-making	✓		I
SKILLS AND ABILITIES			
Good interpersonal, verbal and written communication skills with adults and children alike in a variety of settings	✓		A, I
Good level of competence in ICT (Including Google docs)	✓		A, I
Ability to work flexibly and under own initiative to achieve objectives	✓		I
Ability to prioritise, coordinate and organise work under pressure	✓		I
Ability to work on own initiative and self-manage	✓		A, I
Ability to translate theory into classroom practice	✓		A, I
Highly effective practitioner	✓		A, I
Ability to identify personal training needs	✓		A, I
Ability to make positive relationships with disaffected learners	✓		A, I
Ability to understand and deal with issues affecting students with challenging behaviours	✓		A, I

Ability to use Arbor		✓	A
PERSONAL QUALITIES AND ATTITUDES			
Ability to maintain high quality professional relationships with all	✓		I
Ability to be discreet and professional at all times, ensuring confidentiality is upheld	✓		I
Calm, approachable, resolution-focussed disposition.	✓		I
Conscientious and positive disposition	✓		I
Willingness to participate in further training and developmental opportunities to further knowledge	✓		I
Commitment to young people and ensuring the school facilitates the highest possible outcomes	✓		I
Enthusiasm and strong motivation	✓		I
Commitment to equal opportunities and inclusion	✓		I