

## Job Description

**Role: Inclusion Advisory Teacher** (mainstream schools)

**Hours of work:** Hours are flexible and to be discussed.

**Reports to:** Rebecca Baxter

**Purpose of the post:** This position is to provide advice, support, informal assessment and information to school staff and parents. Schools receive a termly visit which includes observation of the child in the classroom as well as working in a one-to-one session. Schools are supported to set appropriate targets and advice and information is shared on how to achieve these goals.

### Main duties and responsibilities:

- Termly visits to school per child for a half day period
- Observation of the child working within the classroom
- One-to-one session to look at current level of development and progress, discuss and contribute to the development of targets
- Working with the pupil on an individual basis to model ways of working with teaching assistants and within groups/class
- Bullet point summary and recommendations from the visit to be explained to the class teacher, teaching assistant and shared with the parents
- Review of targets and progress at termly intervals
- Annual review report for the Education, Health and Care Plan – to be submitted for the annual review meeting
- Support, information and advice for SENCo's, teachers and assistants covering all aspects of the curriculum including differentiation
- Provide advice and support through email, telephone and video communication throughout the year should questions or concerns arise between visits
- Liaising with other professionals such as school staff, speech and language therapists and other advisory services
- To attend half termly team meetings to discuss the ongoing service provided
- To attend recommended Down syndrome specific training