**Job Description**

**Virtual School Lead Teacher**

**Role Profile** n/a Soulbury

**Service/Team** BCP Virtual School

**Reports to** Virtual School Head teacher, BCP Virtual School

**Responsible for** n/a

**Number of posts** 1

**Post number**

**Career Grade** Soulbury SCP 4-7

My job improves the quality of life for the people of Bournemouth Christchurch and Poole by ensuring that Children in Care (CIC) go on to live fulfilled lives as valued members of connected communities. I promote high quality education and aspirational futures for children within my role by emphasising the importance of a well-rounded education and providing support, challenge and guidance to stakeholder groups in education, social care and health.

**Role Overview**

* To champion the education of Children in Care (CIC) though actively demonstrating exemplar practice that support high aspirations and improved educational outcomes
* To promote the PEP as the joint responsibility of both schools and the local authority.
* To complete quality assurance of all plans and support an allocated caseload.
* Provide direct support to school leadership teams, governors and children’s’ social care based on needs identified throughout the PEP process.
* Provide support and guidance to team members within areas of expertise

**Key Responsibilities**

There are two posts for Lead Teacher, both with different key responsibilities in addition to the shared responsibilities below.

**Shared responsibilities:**

* Monitor the implementation of the Virtual Schools policies, protocols and procedures to ensure they support the improvement of outcomes of pupils across
* Provide direct support to colleagues, school leadership teams, Governors and other professionals to ensure the PEP process and document show a clear educational plan for improving outcomes of pupils
* Provide regular case supervision for allocated team members
* contribute to management oversight of all records (including PEPs) for CIC ensuring information is accurate, up to date
* retain oversight of all data analysis pertaining to area of expertise that is provided by the Assistant Headteacher and contribute any relevant narrative for reporting against Virtual School key performance indicators / measures

**Specific responsibilities for post 1 – School training and pupil key stage transitions**

* To design and coordinate delivery of an annual training programme for schools
* To provide support and guidance to Designated Teachers (DTs) in school as required
* To support to DTs with annual practice audits and action planning for improvements
* To work with other team members with ‘lead’ roles and coordinate the annual transition plan for the Virtual School ensuring accurate recording and analysis of all data

**Specific responsibilities for post 2 – Special Educational Needs and Disabilities (SEND)**

* To attend all panels and external meetings as delegated by the Headteacher where relevant to area of expertise
* To contribute to improving the effectiveness of EHCPs for CIC
* To provide advice, guidance and support to team members and school SENCOs for appropriate interventions to meet the needs of CIC
* To ensure the accurate recording and analysis of all data pertaining to CIC with SEND

**Specific Qualifications and Experience**

* educated to degree level (Essential)
* qualified Teacher Status or other relevant education qualification (Essential)
* experience of working within the wider Children’s care system especially an understanding of the needs of Children in Care (Essential)
* experience of working in a school or education setting as a middle or senior leader (experience of working with children with SEND as appropriate) (Essential)
* extensive knowledge of school systems and planning educational provision (Essential)
* experience of working with vulnerable and challenging young people (Essential)
* experience of effective practice within a Virtual school (Desirable)
* working knowledge of statutory guidance as it pertains to CIC and area of expertise (Desirable)
* experience of working as part of a multi-agency team (Desirable)

**Personal Qualities & Attributes**

* high levels of resilience, excellent attention to detail, emotional intelligence, and the ability to think clearly and remain calm under pressure
* well-developed skills in building relationships, proactive approaches to managing complex cases and effective practice in collaborative working
* strong communication skills and the ability to work effectively with professionals, families, carers and young people
* demonstrate problem solving and time management skills, an ability to analyse and interpret data and high levels of competence in providing informed advice and guidance to a range of stakeholders
* a proven track record of delivering positive outcomes for children and young people
* ability to deliver training and CPD / INSET to schools and other key professionals
* a powerful advocate for vulnerable learners with a desire to make a difference
* solution-focused, reflective practitioner who is not afraid of challenge
* demonstrate high levels of professional conduct and integrity

**Job Requirements**

* enhanced DBS and Barring check
* Must be able to travel, using public or other forms of transport where they are viable, or by holding a valid UK driving licence with access to own or pool car.