



Job Description	
School	Keep Hatch Primary School
Post holder	
Job Title	SEMH Specialist Resource Teacher
Employment Status:	Permanent
Salary Scale	Main Pay Scale/ Upper Pay Scale + SEN allowance
Hours of Work:	Full Time

Job Purpose
 The SEMH Specialist Resource Provision (SRP) Teacher will lead high-quality teaching and learning within Keep Hatch’s provision for children with Social, Emotional and Mental Health needs.

The post-holder will ensure an inclusive, nurturing and aspirational environment where children can make strong academic progress, develop emotional literacy, and build the skills needed to thrive. They will model the school’s vision *Aspire – Believe - Achieve*, embedding the school’s values throughout all aspects of provision.

Personal Qualities
You need to have:

- A passion for our school’s vision and values, and for teaching and learning
- High expectations for all children
- Warmth, care and sensitivity in dealing with children and their individual needs
- The ability to reflect upon experience and respond positively to feedback in order to further improve professional practice
- The ability to use initiative when the need arises
- Flexibility for change
- The enjoyment of a challenge

You need to be:

- Committed to the development and well being of children
- Time efficient when carrying out tasks
- A well organised, self motivated person who enjoys working as part of a team

Skills / Abilities
You must be able to:

- Communicate effectively with both children and adults
- Build trusting, respectful and supportive relationships with children.
- Develop and maintain good professional relationships
- Communicate clearly and sensitively with children, families and professionals.
- Manage challenging behaviour through relational, reflective practice.

<p>Organisation chart</p> <pre> graph BT SLT[SLT] --> SENDCo[SEnDcO] SENDCo --> SEMH[SEMH Specialist Resource] </pre>	<p>Summary of main contacts</p> <ul style="list-style-type: none"> Teachers Children Parents Other school staff Other professionals
--	---

SEMH Specialist Resource Teacher

Main Tasks/Accountabilities

This is not intended to be an exhaustive or definitive list; you may be required to carry out other duties as required.

- Read and adhere to guidelines in the Staff Handbook and the Staff Code of Conduct
- Read and adhere to guidelines in all policies and especially the following:
Assessment, Behaviour, E-safety, Feedback, Health and Safety, Preventing Bullying, Preventing Radicalisation, Child Protection, Special Educational Needs and Disabilities, Teaching and Learning
- Maintain confidentiality at all times

Leadership of the Resource Base

- Lead the day-to-day organisation, curriculum offer and strategic direction of the Resource Base.
- Establish high expectations for behaviour, engagement and progress for all children accessing the provision.
- Work closely with the Headteacher, SENDCO and mainstream teachers to shape the long-term development of the base.
- Ensure the environment is nurturing, safe, structured and emotionally supportive.
- Oversee assessment, progress tracking and personalised plans for each child.
- Attend and contribute to multi-professional meetings (TAC, CIN, annual reviews etc.).
- Support reintegration and transition plans, enabling children to participate in mainstream learning where appropriate.

Teaching & Learning

- Plan and adapt the curriculum to meet individual learning profiles and EHCP outcomes.
- Ensure lessons are differentiated to meet a range of cognitive, emotional and behavioural needs.
- Provide opportunities for inquiry, creativity and imagination in line with the school's curriculum concepts.
- Promote independence and resilience through consistent routines, structure and supportive teaching.
- Use trauma-informed, attachment-aware approaches to ensure children feel emotionally safe and ready to learn.
- Incorporate outdoor learning, practical activities and real-life experiences where appropriate.

Assessment and Progress

- Conduct SEMH screening, baseline assessments and ongoing evaluations of children's needs.
- Plan personalised learning outcomes, including those linked to EHCPs.
- Track and record progress across academic, social and emotional domains.
- Provide feedback to children in a way that motivates, encourages and empowers them.
- Prepare reports for families, senior leaders and external agencies.

Safeguarding and Pastoral Care

- Ensure safeguarding is prioritised at all times in line with school policy.
- Identify and respond to children's emotional and wellbeing needs promptly.
- Foster a supportive, consistent climate in which children learn to regulate emotions and develop resilience.

Behaviour and Wellbeing

- Use relational, restorative and non-punitive methods to support emotional regulation.
- Identify triggers, barriers and unmet needs and respond with empathy and consistency.
- Provide a learning environment rooted in respect, tolerance and mutual trust.
- Promote positive behaviour, celebrating progress and supporting children to rebuild self-belief.

Staff Support and Development

- Provide guidance and modelling for support staff working within the provision.

- Lead the professional development of Resource Base staff in SEMH practice, therapeutic approaches and inclusive pedagogy.
- Support the wider school team with advice and strategies to enable children to successfully access mainstream learning where appropriate.

Professional Development

- Engage in regular supervision, reflective practice and CPD.
- Stay up to date with SEMH pedagogy, research and statutory SEND guidance.
- Reflect on personal practice and contribute to ongoing development of the SRP

Working with Parents and Carers

- Build positive, trusting relationships with families.
- Lead meetings, reviews and regular communication to discuss progress, needs and support strategies.
- Provide guidance to parents on supporting emotional and social development at home.

Safeguarding and Compliance

- Uphold all safeguarding responsibilities in line with Keeping Children Safe in Education.
- Maintain accurate records and act swiftly on any concerns.
- Ensure GDPR, confidentiality and data protection standards are met.
- Comply with all school policies, including behaviour, SEND, equality and health & safety

General Duties and Impact of the Role. The post holder must:

- Fulfil the responsibilities of a teacher outlined in the School Teachers' Pay and Conditions Document (STPCD).
- Uphold the Teachers' Standards (2012) in all aspects of professional conduct and performance.
- Undertake any additional duties reasonably requested by the Headteacher that are relevant to the role.
- promote clear academic, social and emotional progress
- develop strong relationships with families and professionals

This job description sets out the duties of the post at the time it was drawn up. The post holder is required to fulfil the responsibilities of a teacher outlined in the School Teachers' Pay and Conditions Document (STPCD), uphold the Teachers' Standards (2012) in all aspects of professional conduct and performance, and undertake any additional duties reasonably requested by the Headteacher that are relevant to the role.

Signed _____

Date _____