



# Inclusive Education Teacher – Senior School

## JOB DESCRIPTION

**Reports to:** Head of Inclusive Education (Years 6 to 12)

**Department:** Inclusive Education

### Position Summary

This position facilitates and supports School Curriculum and Standards Authority (SCSA) applications, ATAR equitable access adjustments and (EAA) applications, through collaboration with administration staff and College Psychologists. This role oversees and facilitates collection of all necessary documentation and assembly of applications for submission to SCSA.

The role also personalises and supports the academic endeavours of YR 11/12 boys with Learning Adjustment Profiles (LAPs) at point of need and run workshops for small groups of students with LAPs to assist with organisation and study habits as required.

### Essential Criteria

#### Education and training

- Bachelor of Education, Graduate Diploma of Teaching, Master of Teaching or Inclusive Education
- Experience relating to teaching students with diagnosed learning disabilities and difficulties
- Registration to teach in Western Australia
- Further training or extensive experience in inclusion and diversity to support students with learning difficulties and learning disabilities

#### Additional requirements and values

- Excellent verbal and written communication skills
- Ability to maintain confidentiality and manage sensitive information appropriately
- Be an independent and well organized worker setting goals and prioritizing tasks
- Be a positive role model to colleagues and students
- Be collaborative with others in a positive and effective manner
- Positive outlook with the willingness to become involved in Scotch College life
- Demonstrated ability to embrace Scotch College Values of Service, Integrity & Stewardship underpinned by the values of the Uniting Church in Australia (UCA); in particular the UCA Charter of Education
- Demonstrated ability to abide by organisational Health & Safety Policy, Procedures & Guideline
- Recognise Scotch College is a Child Safe Organisation and uphold the College community's commitment to a shared culture of child safety.

### Core Responsibilities and Tasks

#### Senior School Inclusive Education Programme

- Promote collaborative consultation with the implementation of a whole school approach to Inclusive Education.
- Advise and support teachers with the planning, implementation, monitoring, and evaluation of teaching programmes (instructional and environmental) based on Learning Adjustments Plans, enabling students with imputed or diagnosed disabilities to access the curriculum.
- Be familiar with appropriate and possible recommendations set by the School Curriculum and Standards Authority (SCSA) guidelines for students requiring equitable access adjustments (EAA).
- Complete ATAR EAA applications through SCSA
- Meet with students individually or in groups and develop positive working relationships
- Communicate regularly with students, teachers and parents
- Liaise with parents, House Heads, teachers, school Psychologists and external agencies as required
- Support students to develop appropriate organization and personal study strategies to support executive functioning.
- Develop and successfully implement strategies to assist children achieve academic success by removing barriers to access
- In consultation with the School Psychologists, students and parents, review and update documented plans
- Demonstrate use of Integrated Learning Technology to improve teaching, learning and assessment opportunities

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***This job description is intended as a guideline to illustrate the main job responsibilities. It is not intended to be an exhaustive list and may change within the scope of the role at the Manager's discretion. Employees may also be required to undertake other reasonable duties as directed.***

***Updated 7 April 2025***