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Athro Arbenigol – Canofan Seren Teifi

Teitl y Swydd:	Athro Arbenigol
Lleoliad:	Ysgol Gyfun Aberteifi
Cyflog:	Prif Raddfa Gyflog/Raddfa Gyflog Uwch a Lwfans ADY 2
Yn atebol i:	Pennaeth Ysgol Gyfun Aberteifi a dan oruchwyliaeth yr ALl

Bydd yr Athro Arbenigol yn gweithio dan gyfarwyddyd y Pennaeth a Chydgysylltydd ADY (CADY) yr ysgol. Mae'r ganolfan hon yn cynnig darpariaeth ar gyfer disgyblion yng Nghyfnod Allweddol 3, 4 a 5 sy'n cael anhawster dysgu dwys a chymhleth.

Mae'r Ganolfan yn cynnig lleoliad gofalgar lle mae plant a phobl ifanc yn treulio cyfnod hirach mewn grŵp bach, heb y pwysau o orfod integreiddio â'r brif ffrwd yn rhy fuan. Mae'r Ganolfan yn cynnig mynediad llawn i'r Cwricwlwm i Gymru sydd yn cael ei wahaniaethu mewn ffordd addas i gwrdd ag anghenion disgyblion unigol. Bydd yr holl ddisgyblion yn cael mynediad i raglenni sydd wedi'u teilwra'n unigol i gwrdd â'u hanghenion. Lle bo angen, bydd y disgyblion yn dilyn rhaglenni gwaith fydd yn canolbwyntio ar ddatblygu sgiliau bywyd trwy gwricwlwm amgen, er mwyn hyrwyddo datblygiad y sgiliau sy'n angenrheidiol i wella annibyniaeth. Bydd disgyblion yn cael eu hintegreiddio i addysg brif ffrwd pan fo'n briodol.

Bydd gan yr Athro/awes Arbenigol y gallu i addysgu gwersi rhagorol, a'r gallu i greu perthynas ystyrlon ac ysbrydoli disgyblion gydag anawsterau dysgu dwys a chymhleth. Bydd disgwyl i ddeiliaid y swydd addysgu ar draws amryw o bynciau gwahanol yn Gymraeg a Saesneg, a bydd wedi ymrwymo i hyrwyddo datblygiad sgiliau addysgol, cymdeithasol a sgiliau annibyniaeth ymhlith disgyblion Ceredigion.

Bydd y Ganolfan yn gweithio mewn ffordd hyblyg i gwrdd ag anghenion disgyblion yng Ngheredigion. Disgwylir felly y bydd yr ymgeisydd llwyddiannus yn gweithio yn Gymraeg a Saesneg ar draws y Cyfnodau Allweddol o fewn y Ganolfan, ac o fewn y lleoliad prif ffrwd, a bydd yn gallu cynnig gwasanaeth allgymorth mewn ysgolion prif ffrwd eraill.

Pwrpas/Amcan y Rôl:	• Cydweithio gyda'r CADY, athro/awes a staff cefnogi yn y ganolfan ac asiantaethau ategol i gwrdd ag anghenion disgyblion gydag anawsterau dysgu dwys a chymhleth yng Ngheredigion; • Darparu Cwricwlwm priodol ar draws Cyfnodau Allweddol 3 i 5, gan gynnwys cwricwlwm craidd, a chynllunio a chyflwyno cwricwlwm sydd wedi'i addasu a'i wahaniaethu (gan gynnwys maes llafur datblygiadol gyda sgiliau bywyd) lle bo angen, yn unol ag anghenion yr unigolyn;

	• Hyrwyddo cyfleoedd addysgol dwyieithog; • Cynorthwyo disgyblion a chynllunio cyfleoedd priodol iddynt gael mynediad at wersi prif ffrwd a chyfleoedd rhyngweithio cymdeithasol fel bo'n briodol; • Hyrwyddo ethos positif o fewn y ganolfan lle mae pob unigolyn yn cael ei werthfawrogi a'i barchu; • Cynorthwyo i integreiddio disgyblion gydag anawsterau dysgu dwys a chymhleth mewn lleoliadau prif ffrwd eraill trwy gyfrwng gwaith allgymorth mewn ysgolion;
Prif ddyletswyddau (craidd) yn cynnwys:	
Cyfrifoldebau	• Cymryd cyfrifoldeb o'r Ganolfan o ddydd i ddydd; • Dysgu ac Addysgu disgyblion y Ganolfan o ddydd i ddydd. • Trefnu rhaglenni integreiddio effeithiol ar gyfer y disgyblion yn unol a'u hanghenion unigol. • Arwain a chydweithio gyda staff i ddarparu rhaglenni priodol a monitro'r ddarpariaeth i sicrhau ansawdd • Hyrwyddo a chynnal ethos gofalgar lle gall disgyblion ddatblygu'r sgiliau angenrheidiol i allu rhyngweithio'n gymdeithasol gydag eraill; • Darparu profiad addysgol llawn a chymorth i'r holl ddisgyblion sy'n defnyddio'r Ganolfan, yn Gymraeg a Saesneg; • Cymryd rhan weithredol yn natblygiad rhaglenni gwaith priodol o fewn y Cwricwlwm i Gymru, yn Gymraeg a Saesneg, fydd yn cwrdd mewn modd hyblyg ag anghenion yr holl ddisgyblion sy'n defnyddio'r Ganolfan; • Cymryd rhan weithredol yn y broses o ddatblygu a gweithredu maes llafur datblygiadol fydd yn cynnwys sgiliau bywyd yn y Ganolfan. • Arwain a chyfrannu ar ddatblygu dealltwriaeth staff a disgyblion yr ysgol a'r gymuned ehangach o wahaniaethau dysgu.
Dysgu ac Addysgu (Darpariaeth Cwricwlwm)	• Glynu at yr holl bolisïau a gweithdrefnau sy'n gysylltiedig ag addysg disgyblion o fewn y Ganolfan a chyfrannu at ddatblygiad pellach y ddarpariaeth; • Addysgu disgyblion ac arwain eraill wrth addysgu yn unol ag anghenion addysgol yr unigolion, yn Gymraeg a Saesneg; • Cydweithio gydag asiantaethau eraill ynghylch anghenion addysgol unigol • Sicrhau bod gwersi'n cael eu cynllunio'n briodol a'u gwahaniaethu er mwyn caniatáu i'r holl ddisgyblion gyrraedd eu potensial • Sefydlu perthynas waith pwrpasol gyda'r disgyblion a'u hannog i gael disgwyliadau uchel; • Sicrhau profiad dysgu o ansawdd rhagorol i'r holl ddisgyblion, sy'n cwrdd â safonau'r ALl a safonau ansawdd allanol; • Cydweithio a pharatoi a diweddaru deunydd pynciau i bob disgybl gan gynnwys deunydd i gefnogi integreiddio • Defnyddio amrywiaeth o ddulliau cyflwyno fydd yn ysgogi dysgu sy'n briodol i anghenion y disgyblion; • Datblygu cyfleoedd Sgiliau Allweddol y disgyblion a hwyluso'r defnydd o TGCh i wella profiadau dysgu ac addysgu o fewn y Ganolfan ac ateb gofynion y fframwaith cymhwysedd digidol.

Asesu;	• Gweithredu gweithdrefnau asesu priodol a monitro cynnydd ar gyfer yr holl ddisgyblion, a thrwy gydol eu cyfnod yn y Ganolfan, yn ôl cyfarwyddiadau'r CADY; • Cynorthwyo disgyblion i gwrdd â'u deilliannau fel y'u hamlinellir yn eu Cynlluniau Datblygiad Unigol; • Asesu, cofnodi ac adrodd ar bresenoldeb, cynnydd, datblygiad a chyrhaeddiad pob disgybl, a chadw cofnodion fel bo angen; • Darparu, neu gyfrannu at asesiadau llafar ac ysgrifenedig, adroddiadau a chyfeiriadau sy'n ymwneud â disgyblion unigol a grwpiau o ddisgyblion fel bo angen, yn Gymraeg a Saesneg; • Marcio a rhoi adborth ysgrifenedig/ar lafar ac adborth diagnostig fel bo angen • Adrodd ar gynnydd disgyblion i rieni yn dymhorol ac yn ol yr angen.
Cyfathrebu;	• Cynorthwyo disgyblion i integreiddio i addysg brif ffrwd; • Cynorthwyo gyda'r broses bontio fel bo'n briodol; • Gweithio'n agos gyda chydweithwyr Ysgol Uwchrad Aberteifi, ysgolion prif ffrwd, athrawon arweiniol canolfannau ADY Ceredigion, y Gwasanaeth Seicoleg Addysg, Athrawon Ymgynghorol ADY, yr Adran Therapi Lleferydd ac Iaith, Pediatryddon, y Tîm Anabledd Plant, Gwasanaethau Cymdeithasol, Gyrfa Cymru, rhieni a gofalwyr ac eraill i hyrwyddo pecyn gofal cyflawn i gefnogi disgyblion sy'n mynychu'r Ganolfan; • Y gallu i gyfathrebu a gweithio'n agos gyda rhieni a gwarcheidwaid, yn Gymraeg a Saesneg; • Cynnal a mynychu cyfarfodydd yn iaith gartref y disgybl; • Y gallu i weithio'n annibynnol ac fel rhan o dîm; • Cyfarwyddo, arwain a rheoli Cynorthwywyr Cymorth Dysgu o fewn y Ganolfan;
Datblygiad Personol;	• Cymryd rhan a chydweithio wrth sicrhau rhaglenni datblygu staff y Ganolfan trwy fod yn rhan o gynlluniau hyfforddiant pellach a datblygiad proffesiynol; • Parhau gyda datblygiad personol yn y meysydd perthnasol, gan gynnwys gwybodaeth am bynciau a dulliau addysgu; • Cymryd rhan weithredol yn yr Adolygiad Rheoli Perfformiad fel unigolyn ac arwain a chynnal ar gyfer staff y ganolfan. • Sicrhau bod cymorth ystafell ddosbarth yn cael ei ddefnyddio'n effeithiol ac effeithlon; • Gweithio fel aelod o dîm penodedig a chyfrannu mewn ffordd bositif i berthnasau gwaith effeithiol o fewn yr ysgol.
Dyletswyddau Eraill Penodol;	• Diogelu lles yr holl ddisgyblion sy'n defnyddio'r Ganolfan; • Sicrhau bod pawb yn gwybod am, ac yn cadw at y gweithdrefnau diogelu ac Amddiffyn Plant; • Cyflawni dyletswyddau gweithiwr allweddol fel bo angen; • Chwarae rhan lawn ym mywyd y Ganolfan a chymuned yr ysgol, cefnogi ei bwriad a'i hethos penodol, ac annog y staff a'r myfyrwyr i ddilyn yr esiampl honno; • Parhau gyda'r datblygiad personol a gytunwyd;

	• Cydymffurfio â pholisi Iechyd a Diogelwch y Ganolfan a'r ysgol a dilyn y canllawiau asesu risg fel bo'n briodol.

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Specialist Teacher – Canolfan Seren Teifi

<table>
<tr><td>Post Title:</td><td>Specialist Teacher</td></tr>
<tr><td>Location:</td><td>Ysgol Gyfun Aberteifi</td></tr>
<tr><td>Salary:</td><td>Main Pay Scale/Upper Pay Scale and ALN 2 Allowance</td></tr>
<tr><td>Responsible to:</td><td>The Headteacher at Ysgol Uwchradd Aberteifi and under the supervision of the LA</td></tr>
<tr><td colspan="2">The Specialist Teacher will work under the direction of the Head teacher and ALNCO at the school. Canolfan Seren Teifi (CST) caters for pupils in Key Stage 3, 4 and 5 who have severe and complex learning needs.
CST offers a caring location where children and young people receive a longer period in a small group without the pressure of having to integrate into the mainstream too hurriedly. The Centre offers full access to the Curriculum for Wales which will be suitably differentiated to the individual needs of the pupils. Each pupil has access to individually tailored programmes to meet his/her needs. Where necessary the pupils will follow programmes of work which will focus on the development of life skills to encourage the development of the necessary skills to improve independence. Pupils are integrated into mainstream education when appropriate.

The Specialist Teacher will be able to teach excellent lessons and will have the ability to create meaningful relationships and inspire pupils with social communication difficulties and their associated behaviours. The post holder will be able to teach across a range of subject areas and have a commitment to promoting the development of educational, social and independence skills in the pupils in Ceredigion.

CST will work flexibly to meet the needs of pupils in Ceredigion. It is therefore expected that the post holder will deliver education across all the key stages in the centre, and work in mainstream setting, and will be able to offer outreach support at other mainstream schools.</td></tr>
<tr><td>Purpose/Objective of role:</td><td>• To work with the ALNCO, teacher and support staff at the specialist resource base and supporting agencies to develop a facility at key stages 3,4</td></tr>
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	and 5 that will meet the needs of pupils with severe and complex learning difficulties in Ceredigion • To deliver an appropriate Curriculum at all key stages including core curriculum and to plan and deliver a modified and differentiated curriculum (including a developmental syllabus with life skills) where necessary according to the needs of the individual • To promote bilingual educational opportunities • To support and make appropriate arrangements for pupils to access mainstream lessons and opportunities for social interaction as appropriate • To promote a positive ethos within the centre where all individuals are valued and respected; • To actively support the integration of pupils severe and complex learning difficulties in other mainstream settings via outreach work in schools;
The main duties will include:	
Responsibilities	• Take day-to-day responsibility of Canolfan Seren Teifi • Day-to-day teaching and teaching of the Centre's pupils. • Arrange effective integration programs for the pupils according to their individual needs. • Lead and work with staff to provide appropriate programs and monitor the quality of the provision. • Promote and maintain a caring ethos where pupils can develop the necessary skills to be able to interact socially with others; • Provide full educational experience and support for all pupils using the Canolfan, in Welsh and English; • Actively participate in the development of appropriate programs of work within the Curriculum for Wales, in Welsh and English, which will meet flexibly with the needs of all pupils using the Centre; • Take an active part in the development and implementation of a syllabus that will include life skills at the Centre. • Lead and contribute to the development of the understanding of staff, pupils and the wider community of learning differences.
Teaching and Learning (Curriculum Provision)	• Adhere to all the policies and procedures associated with the education of pupils within the Centre and contribute to the further development of the provision • Teaching pupils and leading others in teaching according to the individual's educational needs, in Welsh and English • Work collaboratively with other agencies regarding individual educational needs • Ensure that lessons are appropriately planned and differentiated to allow all pupils to reach their potential • Establish a purposeful working relationship with the pupils and encourage them to have high expectations • Provide an excellent learning experience for all pupils, which meet LA standards and external quality standards • Collaborate and prepare and update subject material for all pupils including material to support integration in to mainstream lessons • Use a variety of delivery methods appropriate to pupils' needs • Develop pupils' Key Skills opportunities and facilitate the use of ICT to improve learning and teaching experiences within the Centre and meet the requirements of the digital competence framework.

Assessment	• Implement appropriate assessment procedures and monitor progress for all pupils, throughout their time at the Centre, according to the instructions of the ALNCO; • Assist pupils to meet their desired outcomes as outlined in their Individual Development Plans • Assess, record and report on the attendance, progress, development and attainment of each pupil, and keep records as necessary • Provide, or contribute to oral and written assessments, reports and references relating to individual pupils and groups of pupils as required, in Welsh and English • Mark and provide written / verbal feedback and diagnostic feedback as required • Report on pupils' progress to parents on a termly basis
Communication	• Support pupils to integrate into mainstream education; • Assist with the transition process as appropriate; • Work closely with colleagues at Ysgol Uwchradd Aberteifi mainstream school, lead teachers of ALN resource bases within Ceredigion, the Educational Psychology Service, ALN Advisory teachers, the Speech and Language Therapy Department, Paediatricians, the Children's Disability Team, Social Services, Careers Wales, parents and carers and others to promote a complete care package to support pupils who attend the Centre; • Ability to communicate and work closely with parents and guardians, in Welsh and English; • Hold and attend meetings in the pupil's home language; • Ability to work independently and as part of a team; • Direct, manage and lead Learning Assistants within the Centre;
Personal Development;	• To take part and contribute in the centre's staff development programme by participating in arrangements for further training and professional development. • To continue personal development in the relevant areas including subject knowledge and teaching methods • To engage actively in the Performance Management Review process. • To ensure the effective/efficient deployment of classroom support • To work as a member of a designated team and to contribute positively to effective working relations within the school.
Other Specific Duties	• Safeguarding the welfare of all pupils accessing the CST facility; • To ensure that Safeguarding and Child Protection procedures and known and adhered to; • To fulfil the work of a key worker as required; • To play a full part in the life of the CST and school's community, to support its distinctive mission and ethos and to encourage staff and students to follow this example. • To continue personal development as agreed • To comply with the facilities' health and Safety policy and follow risk assessment guidelines as appropriate.