



Britannica International School
Budapest
an Orbital Education School



INSPIRE, EXCEL, EXCEED

Job Description

Primary Drama and SEN Teacher

Key Criteria

- A recognised teaching qualification in **Primary Education**, with specialism or proven experience in **Drama** and/or **Special Educational Needs (SEN)**.
- Strong understanding of child development, inclusive pedagogy and adaptive teaching strategies relevant to Primary-aged learners.
- Experience delivering high-quality learning in **Drama**, including performance skills, expressive arts, confidence-building and creative communication.
- Experience supporting **SEN pupils**, including knowledge of differentiation, targeted intervention, and individualised support plans.
- Excellent communication skills to work effectively with pupils, parents, colleagues, external specialists and support staff.
- Strong organisational skills with the ability to plan engaging lessons, manage behaviour positively, and maintain a calm, structured classroom environment.
- Confident use of ICT to enhance teaching, learning, assessment, and engagement.
- Understanding assessment procedures in the Primary Phase, including observation, progress tracking, formative assessment, and reporting.

Key Tasks

- Plan, prepare and teach engaging, creative and well-structured **Drama lessons** across the Primary Phase, aligned with the school curriculum.
- Deliver high-quality provision for pupils with **Special Educational Needs**, including in-class support, small-group interventions and personalised strategies.
- Work collaboratively with class teachers, Learning Support Assistants and the Inclusion Team to ensure SEN pupils can access learning successfully.

- Provide a dynamic learning environment that reflects the school's *Learning and Teaching Policy*, fosters creativity and ensures pupils feel safe and valued.
- Prepare daily and long-term lesson plans in Drama, ensuring clear learning intentions, progression and opportunities for performance.
- Maintain high expectations for behaviour, participation, and learning across all activities.
- Supervise students at breaktimes, lunchtime, and during transitions as required.
- Attend staff meetings, training and whole-school events.
- Assess, evaluate and report on pupils' progress in Drama and SEN support, making use of tracking systems, observations and qualitative data.
- Communicate proactively with parents on pupil progress, SEN support strategies and performance-related opportunities.
- Support whole-school performances, assemblies, celebrations, and creative arts events.

Continuing Professional Development

- Participate actively in the school's Professional Mastery Programme, meeting deadlines, attending review meetings and maintaining reflective practice.
- Stay informed about developments in **Primary Drama education**, expressive arts pedagogy, and SEN support strategies.
- Contribute to the development of Drama and SEN provisions across the Primary Phase, sharing best practices and new ideas.
- Take full advantage of training opportunities linked to the School Development Plan and identified professional targets.

Further Professional Responsibilities

- Contribute to Key Stage, Faculty and whole-school development by sharing professional learning, creative ideas and SEN expertise.
- Be a reflective practitioner, continually evaluating and improving your teaching and support approaches.

Administration

- Implement the school's assessment, recording, and reporting procedures for Drama and SEN support.
- Maintain accurate records, including attendance registers, SEN intervention notes, and individual progress tracking.
- Fulfil required supervision duties as part of the Primary team.
- Prepare for and contribute to meetings with colleagues, specialists and parents, taking a leading role where appropriate.

Health and Safety

- Comply with all school health, safety, and safeguarding procedures.

- Take responsibility for your own health and safety, and for that of others in your care.
- Maintain organisation of required documentation and work with HR to ensure visa/work-permit requirements are kept up to date.

Professional Duties

Teaching

- Plan and deliver appropriate Drama lessons, performances and expressive arts activities for Primary pupils.
- Teach pupils according to their individual needs, including SEN-specific adaptations.
- Assess, record and report on progress, effort, and achievements.
- Participate in arrangements for pupil assessments, screenings, and transition evaluations.

Other Activities

- Promote the general progress, wellbeing, and self-confidence of pupils in your care.
- Provide guidance and support to pupils on social, emotional, and behavioral matters.
- Maintain clear records and reports regarding pupils' personal and social needs, including SEN documentation.
- Communicate and consult regularly with parents, pupils, colleagues, and external professionals.
- Contribute to written and verbal assessments and references for individual pupils.

Staff Meetings

- Participate in curriculum, pastoral, and whole-school meetings as required.

Additional Responsibilities

- Maintain accurate registers and fulfil all required administrative duties.
- Take a fair share of supervision before, during and after school, including responsibility for **at least one ECA club per week** (Drama-related where possible).
- Support school events, productions, performances, concerts, and celebrations.

Note

This job description is not exhaustive. Other tasks may be allocated at the discretion of the Principal.