



# Christ Church Grammar School

## DUTY STATEMENT

### Preparatory Teacher – Special Needs

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**DATE:** 2025

**TIME:** 1.0 FTE

**STATUS:** Full-time, Fixed term, Semester 1 2026

**FACULTY/AREA OF RESPONSIBILITY:** Peter Moyes Centre – Preparatory School

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#### **POSITION CONTEXT:**

Christ Church Grammar School is an Anglican day and boarding school for boys from Pre-Kindergarten to Year 12. Located in Perth, Western Australia, the School overlooks the Swan River at Freshwater Bay in Claremont. Enrolments are comprehensive and at present are approximately 1850 students including boarders.

The Peter Moyes Centre caters for the learning and developmental needs of boys with low to high support requirements including severe language impairment, Autism and Down syndrome as well as intellectual and multiple disabilities.

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#### **LINE MANAGEMENT:**

Reporting directly to the Co-ordinator of the Peter Moyes Centre and the Head of the Preparatory School.

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#### **WORKING RELATIONSHIPS:**

The Preparatory School has approximately 72 teaching and support staff members and the Peter Moyes Centre has 15 staff members.

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#### **DUTIES AND RESPONSIBILITIES:**

- The ability to teach students with a range of additional needs in Kindergarten – Year 6
  - Create individualised documented plans for students in the Peter Moyes Centre
  - Guide and support Education Assistants of the Peter Moyes Centre in delivering the programs and activities designed for the students
  - Contribute positively and collaboratively to the development and implementation of a functional and appropriate curriculum for students with special needs in the mainstream classroom
  - Apply pedagogy that is appropriate to the ability and multi-cultural backgrounds of students
  - An interest in, and commitment to, the innovative use of information communications technologies in curriculum delivery for students with special needs
  - Relate and communicate effectively with the parents of students in the Peter Moyes Centre
  - An ability to contribute to the co-curricular programs of the School
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#### **TEACHING DUTIES:**

Teaching classes equivalent to 1.0 FTE teaching time.

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#### **PERSONAL SPECIFICATIONS:**

- Exceptional interpersonal skills and the ability to relate to students and parents from a range of different backgrounds
- Willing to participate in the professional development as necessary
- Be an independent worker with superior organisational skills

- Set goals and prioritise work and the capacity to manage multiple, simultaneous tasks
- Collaborate with others in a positive and effective manner

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## **QUALIFICATIONS**

### This position requires:

- Relevant tertiary qualifications related to the teaching of students with special needs.
- Experience teaching students with special needs is desired
- All applicants must be registered to teach in Western Australia, have an Australian Federal Police check and have completed a Working with Children Check

### Personal Specifications:

- Exceptional interpersonal skills and the ability to relate to students and parents from a range of different backgrounds
- Willing to participate in professional development
- Be an independent worker with superior organisational skills
- Set goals and prioritise work and the capacity to manage multiple, simultaneous tasks
- Collaborate with others in a positive and effective manner

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## **SAFEGUARDING CHILDREN AND YOUNG PEOPLE**

Christ Church Grammar School takes child protection seriously, and as an employee of the School, you are required to meet the behavior standards outlined in our Child Protection Policy and the Staff Code of Conduct, as updated from time to time.

Therefore, as part of your duties and responsibilities, you are also required to:

- Provide a welcoming and safe environment for children and young people
- Promote the safety and wellbeing of children and young people to whom we provide services
- Ensure that your interactions with children and young people are positive and safe
- Provide adequate care and supervision of children and young people in your charge
- Function as a positive role model for children and young people
- Report any suspicions, concerns, allegations or disclosures of alleged abuse to management
- Maintain a valid Working with Children Check and Teaching Registration
- Report to management any criminal charges or convictions you receive during the course of your employment/volunteering that may indicate a possible risk to children and young people
- Participate in:
  - regular performance management procedures and professional learning linked, where appropriate, to the Professional Standards for Teachers in Western Australia
  - professional learning covering the Staff Code of Conduct, your mandatory reporting obligations and all school policies and procedures at least biennially
  - professional learning on the recognition of grooming and child abuse, and appropriate prevention practices and strategies

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## **SALARY, TERMS AND CONDITIONS:**

- The successful applicant will be employed under the Christ Church Grammar School Inc Enterprise Agreement 2025
- The School provides a laptop computer
- Salary will be negotiated according to qualifications and years of experience