



Job description			
Job title	Hospital and Home Tuition Teacher		
Grade	Teachers Main Pay Scale to UPS3 + SEND allowance		
Directorate	Children's Services		
Service/team	Inclusion – Hospital and Home Tuition Service		
Accountable to	Hospital and Home Tuition Service Manager		
Responsible for	Not applicable		
JE Reference		Date Reviewed	June 2025

Purpose of the Job

The Hospital and Home Tuition Teacher will work as part of the Hospital and Home Tuition Service (HHTS), providing education for students at compulsory school age unable to attend school due to medical needs under section 19 of the Education Act 1996. This will include children with medical needs, vulnerable young people with mental health issues, and children with SEND. You will be required to deliver education within their homes across the Knowsley region, at our learning hub based at the George Howard Centre in Whiston, and on the children's ward at Whiston hospital.

The teacher will follow the vision, leadership, and direction of the service as directed by the Hospital and Home Tuition Service Manager and the Education Improvement Officer- SEND, ensuring the service will meet its aims and core values. This service is line-managed by the Head of Inclusion Knowsley MBC.

Duties and Responsibilities

The Teacher will:

- Teach and support students resident in Knowsley, with a wide range of abilities and SEND, who are referred to the service under **Section 19 of the Education Act 1996**: Children unable to attend school due to medical reasons.
- Teach and support any children of statutory school age (Year 1 to Year 11) across the Knowsley region in a variety of locations, including within their homes, on the children's ward within a hospital, or at the HHTS learning hub within the George Howard Centre, Whiston.
- To organise the collection of educational material from host schools, delivering this or adapting/creating material when necessary.



- To represent the service in multi-agency meetings to support the student and family.
- To communicate with schools, Special Educational Needs Co-ordinators (SENCOS), multi-agency groups, colleagues within the Local authority and others to support the needs of the pupil and the service.
- Encourage high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils and clearly demonstrated by all adults in the team.
- Show emotional intelligence and empathy in the supporting of children with health difficulties, including mental health conditions.
- Demonstrate an awareness of SEND, including Autism and ADHD, to support students and parents, showing an understanding of how SEND can impact on students and differentiating approaches to meet these needs.
- Teach a broad, structured, and coherent curriculum where possible.
- Provide reports and data on student progress to stakeholders, including the providing of information to support EHCP applications.
- Complete registers and records of student attendance home tuition sessions, at Whiston Hospital, the George Howard learning hub and communicating this to the host school when required.
- To act as Deputy Designated Safeguarding Lead, undertaking the relevant training, following procedure, recording incidents and reporting to the Host schools, and when necessary, the Local Authority.
- To ensure staff and pupils' safety and welfare through following effective approaches to safeguarding, as part of a duty of care.
- To manage own workload as directed by the Line Manager through timetabling.
- Implement and act in accordance with the Information Security Acceptable Use policy and Data Protection Policy, reporting any actual or potential security incidents.

This is not a comprehensive list of all the tasks, which may be required of the post holder. It is illustrative of the general nature and level of responsibility of the work to be undertaken.



Knowsley Better Together – Staff Qualities



Health and Safety

- The post holder requires an enhanced DBS certificate
- To use equipment as instructed and trained.
- To inform management of any health and safety issues which could place individuals at risk.

Data Protection and Information Security

- Implement and act in accordance with the Information Security Acceptable Use Policy, Data Protection Policy and GDPR.
- Protect the Council's information assets from unauthorised access, disclosure, modification, destruction or interference.
- Report actual or potential security incidents.