



Sidcot School

Job Description and Person Specification

Teacher of Learning Support

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.	
Job Title	Teacher of Learning Support
Summary of the role	To implement and deliver high quality teaching to students which provides students with the opportunity to achieve their individual potential whilst guaranteeing internal and external quality standards.
Line management responsibility	N/A
Duties and Responsibilities	
Teaching	<ul style="list-style-type: none"> • Promote and safeguard the welfare of children and young persons for who you are responsible and with whom you come into contact. • Prepare individual learning programmes for each student in accordance with their needs; prepare Individual Education Plans and Pupil Profiles; • Provide individual tuition on a 1:1 or small group basis to develop key skills and reinforce curriculum content as required; • Liaise with class teachers to: promote understanding of individual student need; provide guidance on teaching strategies for SEN students; and support the curriculum content; • Keep records of student progress, attainment and effort as required, including the writing of reports for parents and attending parental consultation events; • Identify and adopt the most effective teaching methods which will stimulate learning appropriate to student needs and the demands of the syllabus. • Work with colleagues to promote the stretch and challenge of all students, including the most able. • Ensure a high quality learning experience for students which meets internal and external quality standards. • Assess, record and report on the attendance, progress, development and attainment of students, including those with

	<p>SEN, EAL and More Able requirements and keep such records as are required.</p> <ul style="list-style-type: none"> • Analyse pupil data to track the progress of SEN and EAL pupils. • Provide support to Previously Looked After Children (PLAC). • Assess the needs of children entering the school through the admissions process to see if we can meet their needs. • Provide or contribute to oral and written assessments, reports and references relating to individual students and groups of students. • Undertake assessment of students as requested by external bodies, departmental, faculty and school procedures. • Prepare and update subject materials. • Maintain discipline in accordance with the School's procedures and encourage good practice with regard to punctuality, behaviour, standards of work and homework. • Ensure the health and safety of students and undertake risk assessments as appropriate. • Provide extra-curricular opportunities throughout the School to allow students to gain self-improvement at all ability levels. • Undertake such other comparable duties as the Headmaster requires from time to time.
Communication	<ul style="list-style-type: none"> • Communicate effectively with the parents/guardians of students as appropriate including attendance at parent consultations. • Where appropriate, communicate and co-operate with persons or bodies outside the School.
Operational and strategic planning	<ul style="list-style-type: none"> • Assist in the development of appropriate syllabuses, resources, schemes of work etc. • Contribute to the department's development plan and its implementation. • Plan and prepare courses and lessons. • Work with colleagues to ensure that the curriculum area provides a range of teaching which complements the School's strategic objectives. • Assist colleagues in the process of curriculum development and change.
Marketing	<ul style="list-style-type: none"> • Take part in marketing activities such as open days. • Contribute to the development of effective subject links with external agencies.
Staff Development	<ul style="list-style-type: none"> • Participate in the School's further training and professional development. • Continue personal development in relevant areas including subject knowledge and teaching methods. • Engage actively in the School's performance management process.

Line management duties and responsibilities	N/A
Remuneration	On the Sidcot Teaching Salary Scale

Person Specification

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

	Essential	Desirable	Method of assessment
	These are qualities without which the Applicant could not be appointed	These are extra qualities which can be used to choose between applicants who meet all of the essential criteria	
Qualifications	<p><i>The professional, technical or academic qualifications that the Applicant must have to undertake the role or the training that they must have received</i></p> <ul style="list-style-type: none"> • Graduate in a relevant discipline • Qualified Teacher Status (or equivalent qualification/experience) 	<p><i>The professional, technical or academic qualifications that the Applicant would ideally have to undertake the role or the training that they should ideally have received</i></p> <ul style="list-style-type: none"> • Qualified Teacher Status • Other professional qualifications as relevant to the post • Has or is working towards a post graduate diploma in Specific Learning Difficulties 	<ul style="list-style-type: none"> • Applicant’s certificates • Discussion at interview • Independent verification of qualifications
Experience	<p><i>The categories of work or organisations, types of achievements and activities that would be likely to predict success in the role</i></p> <ul style="list-style-type: none"> • Teaching experience, either in post or during training • Experience of working with SpLD/SEND students • Experience of multi-sensory teaching methods 	<p><i>The categories of work or organisations, types of achievements and activities that would be likely to contribute to success in the role</i></p> <ul style="list-style-type: none"> • Experience of the pastoral care of students • Teaching in other subjects outside their specialist area • Familiar with KS2/KS3 requirements in English and Mathematics • Experience of working effectively on a 1:1 or group basis 	<ul style="list-style-type: none"> • Contents of the application form • Interview • Professional references

<p>Skills</p>	<p><i>The skills required by the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none"> • Excellent teaching skills • Able to work well in a team • Highly organised and motivated • Good motivator and able to generate enthusiasm for their subject • Able and willing to meet deadlines and targets set by managers • Ability to apply ICT in order to enhance teaching and learning 	<p><i>The skills that would enable the Applicant to perform effectively in the role</i></p>	<ul style="list-style-type: none"> • Contents of the application form • Interview • Professional references
<p>Knowledge</p>	<p><i>The knowledge required by the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none"> • Excellent subject knowledge • Knowledge of effective teaching strategies and pedagogy eg. AfL, effective teaching strategies for SpLD/SEND students 	<p><i>The knowledge that would enable the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none"> • Other relevant training, for example in safeguarding, careers education, etc 	<ul style="list-style-type: none"> • Contents of the application form • Interview • Professional references

<p>Personal competencies and qualities</p>	<p><i>The personal qualities that the Applicant requires to perform effectively in the role and to ensure that the Applicant safeguards and promotes the welfare of children and young people</i></p> <ul style="list-style-type: none"> • Strong interpersonal skills and self-awareness adapting to situations with particular reference to children • Appreciation and understanding of the core Quaker values of peace, truth, integrity and equality • Emotional resilience in working with challenging behaviours • Positive attitude to use of authority and maintaining discipline • A willingness to engage fully in the extra-curricular life of the School • A willingness to collaborate on projects, departmentally and whole school 	<p><i>The personal qualities that would assist the Applicant to perform effectively in the role</i></p>	<ul style="list-style-type: none"> • Contents of the application form • Interview • Professional references
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