**Job details**

**Job title**: Learning Support 1:1

**Salary**: H3 pro rata

**Hours**: 15

**Contract type**: Fixed Term

**Reporting to:** Inclusion Manager

**Responsible for:**

**Main purpose**

To work under the instruction of the Assistant Headteacher for Inclusion to support a named pupil with Special Educational Needs. This may be within the class setting under the supervision of the class teacher, in small group work, or individually.

**Duties and responsibilities:**

**Support for our pupils**

* Supervise and provide particular support for the pupil, ensuring their safety and access to learning activities.
* Assist with the development and implementation of Health Care Plans and Individual provision maps.
* Establish constructive relationships with the pupil and interact with them according to individual needs.
* Adapt communication style to respond to the pupil’s needs.
* Promote the inclusion and acceptance of all students.
* Encourage students to interact with others and engage in activities led by the teacher.
* Set challenging and demanding expectations and promote self-esteem and independence.
* Provide feedback to students in relation to progress and achievement under guidance of the teacher.
* To be able to understand and facilitate external advice.

**Teaching and learning**

* Contribute to the planning of differentiated learning activities for individual or small groups of pupils with special educational needs (SEN), delivering activities inside or outside the classroom.
* Support the teaching of a broad and balanced curriculum aimed at pupils achieving their full potential in all areas of learning.
* Use ICT skills to advance pupils’ learning.
* Through observations, provide regular feedback to teachers on pupil progress, attainment and barriers to learning.
* Support class teachers with maintaining good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment.
* Monitor, record and report on progress and attainment.
* Contribute to the overall ethos, aims and work of the school.

**Support for the Curriculum**

* Work with subject teachers to support the students within the class setting using agreed activities and strategies so that they are able to undertake the set tasks. It may be necessary to adjust the activity according to student responses.
* Support the use of ICT in learning activities and develop students competence and independence in its use.
* Prepare and maintain and use equipment/resources as directed by the teacher and assist students in their use.

**Working with colleagues and other relevant professionals**

* Communicate effectively with other staff members and pupils, and with parents and carers under the direction of the class teacher.
* Communicate their knowledge and understanding of pupils to other school staff and education, health and social care professionals, so that informed decision making can take place on intervention and provision.
* With the class teacher, keep other professionals accurately informed of performance and progress or concerns they may have about the pupils they work with.
* Collaborate and work with colleagues and other relevant professionals within and beyond the school.
* Develop effective professional relationships with colleagues.
* Share knowledge and understanding of pupils to other school staff and education, health and social care professionals, so that informed decision making can take place on intervention and provision

**Professional development**

* Help keep their own knowledge and understanding relevant and up-to-date by reflecting on their own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness
* Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school

**Personal and professional conduct**

* Uphold public trust in the education profession and maintain high standards of ethics and behaviour, within and outside school.
* Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality.
* Demonstrate positive attitudes, values and behaviours to develop and sustain effective relationships with the school community.
* Respect individual differences and cultural diversity.

**Other areas of responsibility**

**Safeguarding**

* Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
* Promote the safeguarding of all pupils in the school