



Person Specification

The successful applicant will offer a range of qualities that may include:

- be personable and form strong relationships with colleagues and pupils
- be positive in your outlook and be determined to help children to succeed
- take direction while showing the initiative to adapt learning to give pupils a rich learning experience
- have a high level of spelling, punctuation, grammar and numeracy to support pupils across the primary age range (*holding GCSE C grade in English and Maths or equivalent grade*)
- be patient and calm with children with complex behaviours and learning needs
- actively engage in research, deepening your understanding of how children learn and how you can support them in their progress
- Have a strong understanding of phonics and how to support children in learning to read

Job Specification

The successful candidate will undertake the following duties:

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| Supporting the school | <ul style="list-style-type: none"> • Be aware of school procedures and play an active part in promoting and implementing school policies and maintaining the school vision statement. • Attend Staff Meetings and Team Meetings. • Attend and contribute to School Based Review Meetings. • Contribute to the reviews of pupil progress and use knowledge to suggest future action and providing progress data to inform next steps in learning. • Liaise, advise and consult with other members of the team to support the child as necessary. • Ensure resources you are responsible for are maintained in an ordered and tidy fashion. |
| Support the SEND coordinator and Class Teacher | <ul style="list-style-type: none"> • Assist the SEN coordinator and class teacher in developing appropriate programmes of support to suit individual needs. • Ensure provision is planned in liaison with the class teacher, sessions are recorded and smart start and end data reflects progress made. • Contribute to the development of differentiated materials to support specific pupils' needs. • Develop record keeping systems (in liaison with the SENCO) and maintain records concerning pupil progress. • Provide regular feedback to the teacher about pupil progress and evaluate the support package. • Assist in liaison between class teachers and TAs and outside agencies. • Be proficient in the use of a variety of diagnostic testing techniques and use the information to develop appropriate |

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| | programmes |
| Supporting the learner | <ul style="list-style-type: none"> • Taking into account the individual need of the pupils, assist them to learn as effectively as possible on their own and in a group/class situation. • Establish a supportive relationship with the children concerned, developing an understanding of the specific needs of individual pupils. • Develop methods of promoting and reinforcing the child's self-esteem. • Lead behaviour skill groups / individual support as required. • Lead social skill groups as required. • Lead friendship groups as required. • Lead both individual and group speech therapy programmes as required. • Recognise that our most needy children need our greatest enthusiasm, support, love and care to thrive. |
| Additional Duties | <ul style="list-style-type: none"> • To be prepared to attend training courses and to disseminate information. • To take active responsibility for Continuing Professional Development. • To celebrate the school's vision wheel and demonstrate a shared vision for the school's aims and values. • Where appropriate, to undertake cover supervision. |