



St Andrew's

BERKSHIRE

Job Description of Learning Support Teacher

Reports to

Reports to: Head of Learning Support

- Teach 1:1 SEN support (35-minute lessons) for Years 1 to 8 for literacy or maths
- Plan and deliver stimulating lessons that focus on the requirements of each pupil.
- Draw up your own lesson timetable, ensuring a rotation which ensures minimal impact on academic lessons
- Update Individual Learning Plans termly
- Update Pupil Passports at the beginning of each academic year
- Meet parents of LS pupils at least twice a year, and at any other time when necessary
- Attend meetings with an Educational Psychologist etc, parents and SENCo, as necessary.
- Liaise with teachers to discuss progress in class, Individual Learning Plans and information from Pupil Passports
- Write termly reports for each of the pupils you teach
- Maintain ongoing assessments which are scheduled every half term. Keep a track of progress and maintain a record of evidence of work completed and progress made.
- Observe a class lesson on each of your pupils at least once a term
- Work co-operatively with other team members in the Department and staff.
- Advise and support teaching staff and teaching assistants who work with the pupils you support in the classroom.
- Attend and actively participate in staff meetings
- Attend INSET and LS meetings as and when required
- Adhere to the Policies & Procedures of St Andrew's School, ensuring compliance with the Children Act and Health and Safety legislation, all within the requirements and guidelines laid down by ISI.
- Ensure that pupils are offered equal opportunities with regard to their religious persuasion, racial origins, gender, disabilities, cultural or linguistic background.
- Ensure confidentiality is maintained.
- Follow school guidelines on child protection. If in the course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school s/he must report any concerns to the school's designated person (the Head Master).

This job description is subject to regular review

Person Specification for LS teacher

	Essential	Desired
Qualifications	A degree or equivalent A level 5 SpLD qualification	A teaching qualification
Experience	A desire and passion to become and inspirational teacher 1:1 support with pupils	A willingness to teach 1:1 within Years 1 to Year 8 for maths and literacy
Skills and Aptitudes	Skills to adapt to all types of SEND Use of IT	
Personal Qualities	Ability to work as part of a team and take responsibility within the team Ability to relate to, and communicate with children, parents and staff Enthusiastic and well-motivated with a good sense of humour Willingness to take a full part in a busy school and always prepared to go the extra mile Ability to use initiative and take responsibility Empathy with the tradition, history and Christian ethos of St. Andrew's School	

This job description is subject to annual review.

St Andrew's School is an equal opportunities employer. The School operates a No Smoking policy. The School is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and subject to a successful enhanced DBS check with the Disclosure and Barring Services.