
Job Description | SNP

Purpose of the post

To support the health needs and educational needs of a child with a complex medical condition. To work closely with the teacher and support staff, in line with The Bridge School policies and guidance. To support the child's day to day care and welfare, and support with assessment, recording and reporting on achievement, behaviour for learning, progress and development.

Support for Learning and Health

1. Organise appropriate learning environments and resources
2. Within an agreed system of supervision, support teaching and learning activities for the individual and adjust according to pupil responses / needs.
3. Monitor and evaluate the pupil's responses to learning activities through a range of assessment and monitoring strategies against defined learning intentions
4. Record learning using a range of mechanisms
5. Provide objective and accurate feedback as required on the pupil's achievement, progress and other matters, ensuring the availability of appropriate evidence
6. Use ICT effectively to support learning activities and develop the pupil's competence and independence in its use.
7. Select and prepare resources necessary to lead learning activities, taking account of the pupil's interests and language and cultural background.
8. Encourage the pupil to interact and work co-operatively with others and engage in activities
9. Promote independence and employ strategies to recognize and reward achievement and self-reliance
10. Provide feedback to the pupil in relation to progress and achievement
11. Provide for the management and care of the pupil's personal care needs, e.g., toileting, changing, dressing, managing and implementing specific eating and drinking programmes, sleeping and rest.
12. Monitor seizures and support the pupil during and after these.
13. Administer medication as needed and when directed to do so.
14. Follow care plans and advise from health professionals
15. To receive first aid training and use this training to support the health and safety of pupils and staff within the class.
16. Communicate with parents with regards to the pupil's health on a daily basis.
17. Support the role of parents in pupils' learning and contribute to meetings with parents to provide constructive feedback on learner progress / achievement etc.
18. Work collaboratively with professionals from other agencies to support pupil's educational and health needs.
19. Work within The Bridge Easton School's behaviour policy to anticipate and manage behaviour positively, promoting self-control and independence
20. Escort and supervise the pupil on planned educational visits and journeys
21. Promote the inclusion and acceptance of all learners within the classroom

22. Work as part of a class team and support other learners in the class when needed

School Level Responsibilities

1. Supervise the pupil during break times (including before and after the pupils' normal school day) and to plan and organise play and club activities as appropriate
2. Take part in Performance Management to identify and agree development and training needs
3. Within your contracted hours, and as identified in Performance Management processes, undertake specific training such as may be required to enable you to provide the school with effective support. This may include accredited training. Training may be provided in or out of school
4. Within contracted hours, attend staff meetings as required
5. Respect the confidentiality of pupil information and respond sensitively to pupils' needs
6. Comply with and assist with the development of policies and procedures relating to child protection, health, safety and security, quality assurance, confidentiality and data protection, reporting concerns to an appropriate person
7. Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop
8. Contribute to the overall ethos / work / aims of the organisation
9. Establish constructive relationships and communicate with other agencies / professionals, in liaison with the teacher, to support achievement and progress of pupils
10. Recognise own strengths and areas of specialist expertise and use these to lead, advise and support others
11. To take reasonable care for own health and safety and any other person(s) who may be affected by acts or omissions at work, in accordance with Health & Safety legislation
12. To promote the protection and safeguarding of learners through the active implementation of relevant school policies and procedures with reference to child protection policy, touch policy, positive behaviour policy, positive handling policy and the staff code of conduct, and to raise any concerns relating to such procedures which may be noted during the course of duty
13. You will be required to have a valid Enhanced DBS disclosure that will be re-checked every 3 years as per the Local Authority Policy
14. Undertake any other reasonable duties from time to time as may be directed by the Head teacher or his / her nominee.

Person Specification

	Special Needs Professional Scale 3	Special Needs Professional Scale 4
Experience	<p>Experience of working with children of relevant age in a learning environment</p> <p>Experience of working with children with special educational needs</p>	<p>Significant experience of working with children of relevant age in a learning environment</p> <p>Significant experience of working with children with special educational needs</p>
Qualifications / Training	Evidence of qualifications at or equivalent to L2 English and Maths	<p>Evidence of qualifications at or equivalent to L2 English and Maths</p> <p>Attended relevant courses</p>
Knowledge / Skills	<p>Can use ICT effectively to support learning</p> <p>Proven ability to communicate effectively both verbally and in writing.</p> <p>Good organisational skills including the ability to set and manage priorities</p> <p>Constantly improve own practice / knowledge through self-evaluation and learning from others</p> <p>Ability to relate well to children and adults</p> <p>Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these</p> <p>Demonstrate a commitment to the protection and safeguarding of children and young people.</p>	<p>Can use ICT effectively to support learning</p> <p>Proven ability to communicate effectively both verbally and in writing.</p> <p>Full working knowledge of relevant policies / codes of practice / legislation</p> <p>Working knowledge and experience of implementing a curriculum</p> <p>Good understanding of child development and learning processes</p> <p>Good organisational skills including the ability to set and manage priorities</p> <p>Ability to support colleagues</p> <p>Constantly improve own practice / knowledge through self-evaluation and learning from others</p> <p>Ability to relate well to children and adults</p> <p>Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these</p> <p>Demonstrate a commitment to the protection and safeguarding of children and young people.</p>
Continuing Professional Development		Willingness to undertake additional training / staff development as appropriate