

## **Job Description Academic Intervention Lead**

**Reporting to:** SLT Line Manager (and Head of School as appropriate)

**Responsible for:** Leading on the organisation of academic intervention provision, delivering intervention and monitoring impacts for students

**Liaising with:** SLT Link and Head of School, teaching/support staff in SEN Team, external agencies including those linked to the National Tutoring Programme and parents / carers

### **Purpose:**

- To organise academic intervention delivered by external programmes such as the National Tutoring Programme.
- To organise and lead the delivery of appropriate intervention for students to maximise achievement, meeting identified academic needs.
- To monitor the impact of academic interventions.

### **Main Duties and Responsibilities:**

- Complement and support the work of class teachers by delivering agreed activities to support the learning and progress and behaviour of KS3 & 4 students.
- Planning, preparing and delivering learning activities for individuals / small groups.
- Monitoring students and assessing, recording and reporting on their achievement, progress and development.
- Supervise intervention programmes for groups of students such as the National Tutoring Programme, ensuring there are high standards of engagement and behaviour.
- Joint planning of the intervention activities and strategies utilised to ensure students receive the most important and relevant interventions.

### **Support Student Learning and Achievement:**

- Assessing the needs of students and using detailed knowledge and specialist skills to support students' learning.
- Establish productive working relationships with students, acting as a role model and setting high expectations.
- Support students consistently whilst recognising and responding to their individual needs.
- Promote the inclusion and acceptance of all students within the school.
- Encourage students to interact and work co-operatively with other providers.
- Promote independence and employ strategies to recognise and reward achievement of progress.
- Provide feedback to students in relation to progress and achievement.
- Support student welfare.

### **Support for the Curriculum:**

- Deliver learning activities to students within agreed system of support, adjusting activities according to pupil responses / needs.
- Make effective use of opportunities available from external learning organisations / providers to support the development of students' skills, knowledge and understanding.

- Use ICT effectively to support learning activities and develop students' competence and independence in its use.
- Select and prepare resources necessary to lead learning activities, taking account of students' needs.
- Advise on appropriate deployment and use of specialist resources / equipment.

#### **Teacher Support:**

- Organise and manage appropriate learning environments and resources.
- Monitor and evaluate student responses to learning activities through a range of assessment and monitoring strategies against pre-determined learning objectives.
- Provide objective and accurate feedback and reports as required on student achievement, progress and other matters, ensuring the availability of appropriate evidence.
- Record progress and achievement in lessons/activities systematically and providing evidence of the range and level of progress and attainment using agreed systems / systems already in place.
- Working with an established behaviour policy to anticipate and manage behaviour constructively, promoting self-control, engagement and independence.
- Supporting the role of parents / carers in students' learning and contribute to meetings with parents/ carers to provide constructive feedback on student progress/achievement etc.
- Liaise with classroom teachers to support the planning and delivering of intervention / tutoring

#### **Support for the School:**

- Comply with and assist with the development of policies and procedures relating to child protection / safeguarding, health, safety and security, confidentiality and data protection, reporting concerns to an appropriate person.
- Be aware of and support difference and ensure all students have equal access to opportunities to learn and develop.
- Establish constructive relationships and communicate with other agencies/professionals, in liaison with other staff, to support achievement and progress of students.
- Take the initiative to develop appropriate multi-agency approaches to supporting students.
- Deliver out of school learning activities within guidelines established by the school.
- Contribute to the identification and execution of appropriate out of school learning activities that consolidate and extend work carried out in class.
- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.

This job description is current at the date shown, but in consultation with you, may be changed by the Head of School to reflect or anticipate changes in the job, commensurate with the grade and job title. Other duties commensurate with the grade of the post as required by the Head of School and Senior Leadership Team.