

## Job Description

<b>POST:</b>	Behaviour for Learning Support Assistant
<b>RESPONSIBLE TO:</b>	Principal, under the day to day supervision of the Behaviour for Learning Lead
<b>SALARY:</b>	SCP 9 – 13 £20,903 - £22,627 FTE (Actual £15,613 – £16,901)
<b>LOCATION:</b>	Oasis Academy Sholing
<b>WORKING PATTERN:</b>	32.5 hours per week. Term time only
<b>DISCLOSURE LEVEL:</b>	Enhanced – Oasis Community Learning is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks.
<b>JOB PURPOSE:</b>	

The post holder will work under the direction of the Behaviour for Learning Lead, enabling access to learning for students with special educational needs and/or challenging behaviour. You will work primarily within our onsite Behaviour for Learning Centre; delivering support to specific students ensuring that the students make good academic progress during the intervention and they are equipped for their reintegration back into mainstream lessons.

### Accountabilities – Specific

- Develop an understanding of the special educational needs of the student/s concerned.
- Take into account the target students' special educational needs and ensure that their understanding is developed through the careful use of, for example, preteaching, use of subject specific language and use of skilled questioning, explaining, modelling and re-shaping of tasks.
- Undertake agreed learning activities and teaching programmes; assist with planning, adjusting activities and strategies according to student learning styles and abilities.
- Build and maintain successful relationships with students, treat them consistently, with respect and consideration.
- Set challenging and demanding expectations and promote self-esteem and independence.
- Promote good student behaviour, dealing promptly with conflict and incidents in line with established policy.
- Ensure subject teachers are kept well informed as to how best to meet the needs of young people.

- Provide objective and accurate feedback and reports as required on student achievement, progress and other matters, ensuring the availability of appropriate evidence.
- Organise and manage the learning environment and resources, advising on the appropriate deployment and use of specialist aid/resources and equipment.
- Deliver small group teaching as directed by the class teacher or line manager.
- Assist students with physical needs.
- Deliver out of school learning activities within guidelines established by the school, consolidating and extending work carried out in class.
- Undertake planned supervision of students' out of school hours learning activities, including school visits and trips.
- Assist with routine tests and the support of individual students during examinations.
- Contribute to the organisation of Annual Reviews.

#### **Other accountabilities**

- Serve as a role model based on high standards and professional conduct.
- Promote the inclusion and acceptance of all students.
- Establish constructive relationships with students and parents/carers.
- Be aware and comply with policies and procedures relating to equal opportunities, confidentiality and data protection, reporting all concerns to an appropriate person.
- Contribute to the safeguarding and promotion of the welfare and personal care of children and young people with regard to child protection procedures.
- Maintain confidentiality in relation to all work undertaken and departmental information.
- Carry out such duties as may from time to time be reasonably assigned by the Headteacher, operating within the Academy contract.
- Be aware of the responsibility for personal Health, Safety and Welfare and that of others who may be affected by your actions or inactions.
- Co-operate with the employer on all issues to do with Health, Safety & Welfare.
- Undertake any necessary professional development as identified through Performance and Development reviews taking full advantage of any relevant training and development available.

**The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.**

**The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.**

**The post holder will be subject to performance objectives agreed annually with the relevant body and these objectives will be reviewed annually.**

### Person Specification: Behaviour for Learning Support Worker

	Essential	Desirable
<b>Education/Qualifications</b>		
Numeracy, literacy and ICT skills equivalent to Level 2 or above.	√	
Relevant professional training or development.		√
First Aid Training		√
<b>Experience</b>		
Working with or caring for children.	√	
Collaborative and supportive work with parents.		√
Supporting Social, Emotional and Mental Wellbeing.		√
<b>Skills and Knowledge</b>		
Basic understanding of child development and how children learn	√	
Understanding of relevant policies/code of practice and awareness of relevant legislation		√
General understanding of the national curriculum and other learning programmes and strategies (e.g. literacy and numeracy)		√
Ability to relate well to young people and adults.	√	
Good oral and written communication skills.	√	
Good listening skills.	√	
ICT skills appropriate to the role, including audio visual and copying equipment.	√	
Effective time management.	√	
Effective and efficient organisation and administrative skills.	√	
Committed to continual personal and professional development.	√	
<b>Personal Qualities</b>		
A commitment to maximising the academic, personal, social and emotional development of all students.	√	
	√	
Work constructively as part of a team.	√	
Willing to work within organisational procedures, processes and to meet required standards for the role.		
Be resilient and demonstrates ability to work well under pressure.	√	
Able to adopt a flexible working practice.	√	
Excellent record of attendance and punctuality.	√	
<b>Equal Opportunities</b>		
Commitment to the Academy's Equality and Safeguarding policies	√	

