

Rowhill School

Emotional Literacy Support Assistant (Level 3) – ELSA

Hampshire

- **Closing Date:** Monday 05 June 2023
- **Interview Date:** w/c 12 June 2023
- **Job Start Date:** asap or 01 September 2023
- **Contract/Hours:** Permanent
- **Salary Type:** Support Staff
- **Salary Details:** Grade D £23,703 - £26,401 FTE (£18,265 - £20,344 actual)
- **Hours of Work:** 32.5 (8:15am to 3:15pm) term time only plus 1 week (40 weeks)
- **Location of Role:** Rowhill School, York Road, Aldershot, Hampshire GU11 3JG
- **Contact e-mail address:** vacancies@rowhill.hants.sch.uk

Job/Person Summary

Rowhill School is a Pupil Referral unit for 11-16 year old pupils, set on a well-resourced and beautiful site. We educate students who are permanently excluded, at the risk of permanent exclusion or cannot attend a mainstream setting for emotional or medical reasons. We are a caring and forward-thinking school, a “vibrant place to learn” (Ofsted, March 2018), where academic achievement and the personal development of each pupil goes hand in hand.

Our school strives to cultivate a desire for learning and self-improvement so that pupils leave Rowhill School with the tools needed to succeed in their onward pathways, we strive to develop well-mannered, confident and culturally rich individuals. We are proud that Ofsted (March 2018) recognised that “relationships between adults and pupils are exemplary” and that “parents are overwhelmingly positive about the difference the school is making to their child.”

We are looking for a qualified Emotional Literacy Support Assistant (ELSA) to join our successful Pupil Referral Unit.

The purpose of your role will be:

- To support individuals and groups of pupils to enable access to learning, contributing to the development and maintenance of a purposeful, nurturing learning environment.
- To support children with emotional and behavioural difficulties to enable them to effectively access the curriculum.
- To support and encourage a learning environment throughout the school which allows children to acquire and develop emotional literacy skills.
- To support children to make progress in learning through the delivery of specific interventions.

Ideally, potential candidates will be educated to degree level or equivalent. Certificates must be produced prior to interview. Individuals must also be able to demonstrate resilience, resourcefulness, initiative, good time management and patience. Please only apply if you have the correct grades and certificates to hand.

The successful candidate will have:

- ELSA Qualification
- Basic knowledge of SEND and learning barriers
- Some knowledge of strategies in working with young people with challenging behaviours
- Knowledge of some of the social issues facing students from disadvantaged backgrounds
- Awareness of Health and Safety issues in the workplace.
- Experience of working directly with young people in an education or training environment, supporting the learning of students.
- Experience of Speech and Language therapy would be an added benefit.
- Experience of establishing and maintaining positive working relationships with a range of stakeholders, at all levels.
- Experience of managing and being responsible for own workload.
- Good literacy and numeracy skills,
- Good interpersonal and communication skills, with an excellent standard of written and spoken English.
- Good administrative and organisational skills.

- Ability to interest, encourage, motivate, and engage children
- Ability to work as part of a team, working effectively with people across a wide range of levels and responsibilities.
- Computer literate – must have good ICT skills including a working knowledge of MS packages e.g., Word, PowerPoint, Outlook, Excel etc., as well as using and updating records and databases.
- Ability to work using own initiative, exercising good judgement were unsupervised.
- Flexibility of approach to work.
- Ability to maintain confidentiality, having tact and diplomacy where necessary.

Application Procedure

Should you wish to visit the school or talk to key staff prior to application then we would welcome the opportunity to meet you and show you around our school. If you would like to arrange an informal chat with our Assistant Headteacher, Sarah White, then please call 01252 367500 or email s.white@rowhill.hants.sch.uk

We reserve the right to withdraw vacancies at any time ahead of the closing date if there is a good level of response. Therefore, we recommend you submit your application as early as possible.

We also reserve the right to interview shortlisted candidates ahead of the closing date.

Further information and an application pack can be obtained from the school website www.rowhill.hants.sch.uk, by contacting Clare Hinsley, Administration Officer at the school on 01252 367500 or by emailing vacancies@rowhill.hants.sch.uk or from the schools website www.rowhill.hants.sch.uk/News/Vacancies/

This school and Hampshire County Council are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to a Disclosure and Barring Check as well as other relevant pre-employment checks.