KINGS ACADEMY

BELIEVE AND SUCCEED

Job Description
Higher Level Teaching Assistant 1:1 support

Post: **HLTA 1:1 SEND support**
Line Manager: **SENCo**

Job Purpose:

- To work 1:1 with a SEND student
- To support communication and interaction, physical, sensory and social emotional and mental health needs of the student
- To enable them to access the curriculum, lessons and mobility around the site
- To provide support for the student to progress their learning
- Have effective communication with the student, parents and other professionals involved in the overall care of the young person
- Support to adjust, where necessary, the provision offered to the young person

Main Areas of Responsibility:

- Developing the physical, emotional and educational development of SEND children in your care
- Supervising and encouraging active engagement in the wider school experience
- Supporting the students learning and achievement
- Working closely with the SENCo, pastoral team and healthcare professionals to provide a high level of support both in classrooms and throughout the school day. This may include some personal care
- Working with specialist agencies to deliver individualised programmes, e.g. physiotherapy, speech and language, Educational Psychologist etc
- Taking an active interest in your own continuing professional development, including attendance at in-service training
- Contributing to the development and maintenance of provision plans, top-up funding applications, personal support plans and individualised curriculum for students with EHCP (Educational Health and Care Plans)
- To develop knowledge of a range of learning support needs and to develop an understanding of the needs that are specific to students at the Academy
- Support students with identified needs to make progress in the classroom, in small groups or on a one-to-one basis and operate within the SEN policy framework of the Academy
- Taking into account the learning support involved, to aid students to learn as effectively as possible both in group situations and on their own

- Assisting with the development and implementation of Individual Education/Behaviour Plans and Personal Care programmes
  - ensuring the student can use equipment and materials provided
  - to promote the inclusion and acceptance of all students
- To set challenging and demanding expectations and promote self-esteem, aspiration and independence
- To provide the necessary pastoral care to enable students to feel secure and well supported
- Provide detailed and regular feedback about students' progress to the SENCo and teachers, as directed by the SENCo
- Establish constructive relationships with parents/carers
- Supporting the use of ICT in learning activities and developing students' competence and independence in its use
- Carry out other responsibilities appropriate to the grade as agreed with Line Manager or Operations Manager

Supporting processes:

- Being aware of, and complying with, policies and procedures relating to child protection, health and safety and security, confidentiality and data protection, and reporting all concerns to an appropriate person
- Being aware of and supporting difference and ensuring all students have equal access to opportunities to learn and develop
- Contributing to the overall ethos/work/aims of the Academy
- Appreciating and supporting the role of other professionals
- Attending relevant meetings, as required
- Participating in training and other learning activities and performance development, as required
- Assisting with the supervision of students out of lesson times, including before and after school and at lunchtimes, as required
- Being flexible to meet the department/students needs
- Accompanying teaching staff and students on visits, trips and out of school activities, as required, and taking responsbility for a group under the supervision of the teacher and other staff

All Kings of Wessex Academy staff are expected to:

- Ensure that the aims, priorities and policies of the Academy and Trust are adhered to
- Act as a positive representative and advocate of the Academy and its students in all circumstances and at all times
- Carry out any other duties as reasonably requested by the Headteacher
- The Kings of Wessex Academy is committed to safeguarding and promoting the welfare of children and young people and all staff working with these groups are expected to share a commitment to this. You will be expected to report any concerns relating to the

safeguarding of children and/or young people in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern the Academy agreed child protection procedures will be followed alongside implementation of the Academy disciplinary procedures.