

Job Role: Intervention Tutor – English

Working Pattern: Monday to Friday 8.15am to 4.15pm (Inc. a one-hour unpaid lunch break), 35 hours per week over 39 weeks per annum.

Salary: Greensand Pay Points 8-12

Responsible to: A member of the Senior Leadership Team

Job Purpose:

- To support Pupil Premium students who are underachieving.
- Contribute to raising standards of Pupil Premium attainment.
- To contribute towards the positive learning experience received by students.
- To develop creative and innovative packages tailored to meet the individual needs of students.
- To Promote and support the vision and values of Reigate School and the Greensand Multi-Academy Trust.

Key Accountabilities:

Duties will include -

- To perform data analysis and identify students who require intervention.
- To hold individual and small group tutoring/mentoring sessions with identified students.
- To monitor student progress in English.
- To assess individual needs and write individual achievement plans (IAPs).
- To communicate details of IAPs to staff.
- To keep detailed records of interventions for all students within their remit.
- To attend Impact meetings as required.
- To liaise with appropriate staff to identify students who are underachieving.
- To liaise with parents of underperforming Pupil Premium children.
- To support Pupil Premium students in English lessons.
- To lead small group interventions.
- To carry out all such other duties as your Line Manager may reasonably direct.
- To lead homework interventions and support Pupil Premium children in Homework Club.
- To be a Form tutor, supporting the form with attendance, behaviour and attainment.
- To carry out other reasonable duties commensurate with the post as required and as directed by the Headteacher or members of the Senior Leadership Team.
- To be adaptable to departmental practice and to perform other reasonable tasks as requested.
- To support Pupil Premium students in English lessons.

Qualifications and Experience:

Desirable -

- Evidence of further education or training.

- Experience of working with young people in a school/education environment.

Skills -

- To be able to analyse data.
- To be able to plan and organise own work schedule.
- To be able to undertake administrative tasks.
- To be confident using IT (Word, Excel, SIMs).
- To be able to communicate effectively.
- To be able to motivate students to learn.
- To be able to think through and implement strategies to enhance student learning.

Personal Qualities -

- Patient.
- Hardworking and committed.
- Enjoyment of working with children.
- To be able to work effectively and sensitively with students and colleagues.
- To be flexible and responsive to change.
- To be enthusiastic and have the ability to motivate others.

Reigate School is committed to safeguarding and promoting the welfare of children. An enhanced DBS check will be required.