

JOB DESCRIPTION

Post Title	Learning Coach
Disclosure level	Enhanced
Purpose	- To work with the SENDCo & SLT to support students who have specific learning needs, experience emotional and behavioural difficulties, who are withdrawn or isolated or display school phobic reactions. - To support the planning, delivery and evaluation of appropriate alternative provision interventions as directed.
Working with Students	- To aid the pupil to learn as effectively as possible both in group situations and on his/her own by, for example: - Clarifying and explaining instructions. - Ensuring the pupil can use equipment and materials provided. - Motivating and encouraging the pupil(s) as required by providing levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs. - Assisting in weaker areas, e.g., speech and language, reading, spelling, numeracy, handwriting/presentation etc. - Using praise, commentary, and assistance to encourage the pupil to concentrate and stay on task. - Liaising with class teacher, SENDCo and other professionals about individual education plans (IEPs), contributing to the planning and delivery as appropriate. - Providing additional nurture to individuals when requested by the class teacher or SENDCo. - Consistently and effectively implementing agreed behaviour management strategies. - Helping to make appropriate resources to support the pupil. - Understand the intervention strategies to be used to manage the behaviour of students with behaviour and emotional difficulties. - Provide support for individual students inside and outside the classroom to enable them to fully participate in activities; support students with specific learning needs and help develop their social skills. - Obtain accurate and up-to-date information regarding the nature and level of the student's needs in Literacy and Numeracy. - Work collaboratively with others to implement a positive, approach to managing various behaviours displayed by students. - Recognise and respond appropriately to risks to yourself and/or others during episodes of challenging behaviour. - Provide feedback to relevant people on significant aspects of the student's participation levels and progress. - Encourage students to resolve minor conflicts amicably and safely. - Input into team newsletter. - Respond appropriately to conflict situations and incidents of inappropriate behaviour. - Recognise and respond to opportunities to remind students of school policies concerning the rights of others and their own responsibilities towards each other. - Listen carefully to students with behaviour, emotional and social development needs and encourage them to communicate their needs and ideas.



	• Deliver tailored lessons/activities one to one or in small groups. • Provide support for individual students inside and outside the classroom to enable them to fully participate in activities; support students with specific learning needs and help develop their social skills. • Use effective strategies to encourage the student to make their own decisions and accept responsibility for their actions. • Help the student to refocus on class rules, personal targets and responsibilities in school and the wider community following flashpoints where his/her self-control has been lost. • Use strategies for recognising and rewarding achievements and efforts towards self-reliance. • To undertake lunchtime supervision as directed (Duties).
Knowledge and understanding	• Assist with the supervision of students out of lesson times, including before and after academy and at lunchtimes. • Accompany teaching staff and students on visits, trips and out of the academy activities as required. • Understand the school's policy on inclusive education and equality of opportunity and your role and responsibility in relation to this. • Understand the school policies and procedures relating to the behaviour, emotional and social development of students. • Understand the effects of specific types of verbal behaviour, e.g. proximity, tone and gesture, and non-verbal behaviour, e.g. body language, personal space, on students' emotional and behavioural responses, and how positive examples of these can improve students' self-esteem and social response. • Understand how to manage conflict, including negotiation skills and a range of defusing and de-escalation strategies, positive handling, and recovery strategies.
CPD	• Undertake specialist training to help develop the skills and competencies to effectively support students with communication and interaction needs. • Complete national training to gain recognised qualifications. • To take part in the academy's CPD programme by participating in arrangements for further training and professional development • To engage actively in the Performance Management Review process • To work as a member of a designated team and to contribute positively to effective working relations within the school • To contribute to the development of effective subject links with external agencies and develop opportunities for students to engage in enterprise activities etc.
Communications	• To communicate effectively with the parents/carers of students as appropriate • Where appropriate, to communicate and co-operate with persons or bodies outside the academy. • To follow agreed policies for communications in the academy. • To take part in marketing and liaison activities such as Open Evenings, Parents Evenings etc.



Other Specific Duties:
• To play a full part in the life of the academy community, to support its distinctive mission and ethos and to encourage staff and students to follow this example. • To promote actively the academy's Policies & Procedures. • To continue personal development as agreed. • To comply with the academy's Health and Safety policy and undertake risk assessments as appropriate. • To undertake any other duty as specified not mentioned in the above. • To comply with the Academy's procedures concerning safeguarding and to ensure that training is accessed.
Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description

*I confirm that I have read and understood the details contained within this job description.
I understand that by signing this document, I agree to the terms and conditions contained within it.*

Signed Print Name	
Dated	



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