

Job Description

Post Title: English as an Additional Language (EAL) Learning Support Assistant

Hours: 18 Hrs

Salary: 1-4

Line Manager: SENDCo

Contract Type: Temporary (3 year contract)

Main Purpose of the role:

- The aim of the role is to promote inclusion and provide support for students who have English as a second language. EAL learning Support Assistants may also be needed to adapt and customise curriculum materials.
- Support Ukrainian students to access lessons and help teachers differentiate and make reasonable adjustments to work as well as delivering 1:1 sessions.
- All Learning Support Assistants will work as part of a flexible and supportive team, in accordance with the school's Additional Needs Policy. They will update their knowledge and expertise by undertaking relevant training as directed including current Examination and Access Arrangement regulations. They will also attend all relevant department meetings, contribute to discussions and disseminate any relevant information.

Main Duties and Responsibilities:

As an EAL Teaching Assistant you will be expected to:

- Support EAL students with personalised learning
- Help to overcome barriers to learning
- Adapt and customise lesson plans
- Support students with EAL to access extra-curricular activities
- Contribute to the management of EAL students' behaviour, encouraging students to conform to expected behaviour
- Contribute to the school awareness of EAL
- Provide pastoral support
- Facilitate contact with parents.

M J Fieldhouse, Headteacher

- **General:**
- To work within the schools policies and procedures
- To support the pastoral team in the administration of the schools behavioural system including detentions
- To take part in the schools Professional Review Process (BlueSky) and take advantage of any available training and professional development opportunities
- To be aware of and comply with policies and procedures relating to safeguarding, security, and confidentiality and strictly adhere to data protection regulations, reporting all concerns to an appropriate person/ line manager.
- Contribute to the overall ethos/work/aims of the school
- Attend and participate in regular meetings when appropriate
- To assume such additional responsibilities relevant to this position as the Headteacher may from time to time request.
- To be aware and respect the confidentiality nature of issues within school

M J Fieldhouse Headteacher

The Chase T: (01684) 891 961
 Geraldine Road E: office@chase.worcs.sch.uk
 Malvern
 Worcestershire
 WR14 3NZ www.chase.worcs.sch.uk