



Learning Support Assistant – Grade 6

APPLICATION PACK

**Neston High School
Raby Park Road
Neston
Cheshire
CH64 9NH**

Headteacher: Ms Cunningham

www.nestonhigh.com



Welcome



Message from the Headteacher

Neston High School is a high-achieving mixed 11 – 18 school in Neston, a beautiful part of Cheshire. It is an extremely popular school with a reputation for academic excellence, outstanding pastoral care and for providing a positive environment in which young people thrive. Parents know that if their children come here they will be joining a strong, caring, respectful community with an emphasis on high achievement for all, alongside dedicated support and encouragement.

At Neston High, every individual is highly valued. Our supportive approach enables everyone to develop the knowledge, skills and understanding required to be responsible, considerate and well-rounded individuals suited to the demands of our ever-changing society. Our commitment to STEM education was recognised nationally in 2022 and 2023 when we were awarded the Educate Outstanding Commitment to STEM. This is just one of many awards we achieve for our extra-curricular programme, including Gold Award for Learning Outside the Classroom.

At Neston High, we all work in partnership to ensure the very best outcomes for each of our students. Our aims are simple: we want to achieve excellence so that each and every student reaches their academic potential. First class teaching is crucial to our students' achieving great outcomes and our dedicated team of specialist staff are enthusiastic, talented and strongly committed to providing the very best. Staff development is widely regarded as "leading edge". We have strong partnerships with universities and other higher education institutions and we actively support our staff in pursuing NPQs and other professional qualifications. This is a great place to learn and work, whether you are a teacher, student or a member of our support staff.

We place a high emphasis on respect and positive behaviour, which ensures that the school is a happy place to learn. Students involve themselves fully in everything the school has to offer. They attend well and are keen to learn. Young people enjoy coming to Neston High School and we enjoy teaching them. This is a wonderful community school but there is still work to be done. We are not perfect and so we strive to improve. There is no room for complacency here.

We look forward to meeting you, introducing you to our students and showing you our school.

Ms Kirsty Cunningham
Headteacher





Learning Support Assistant Grade 6

Grade 6 (Actual pro rated pay: £24,047 - £26,573)

37 hours per week - Term Time plus Inset

Do you enjoy working in a busy and vibrant environment?

Do you have excellent interpersonal skills?

Do you have enjoy working with children and helping them to achieve their learning potential?

If you are excited by your answers to the above questions then you may be the right candidate to join our team.

This vacancy at Neston High School is an outstanding and unique opportunity for the right person to become a fully functional, multiskilled member of a highly inclusive and collaborative team that strives to offer exemplary support of the learning of young people with Special Educational Needs across all areas of the curriculum.

We pride ourselves on being a versatile, empathetic, and intuitive team which develops bespoke, personalised programmes of support to meet the needs of all of our students and provides them with the opportunity to maximise their potential, whatever that potential may be. The role of Support Mentor offers a rare opportunity in that it will give you the chance to work with and develop a team which truly focuses on the individual.

If you feel working as a Support Mentor in the SEND Team at Neston High School may be the right place for you, I hope you will consider applying for the post.

If you wish to find out more about this opportunity, please speak to Mrs Nisbet, SENDco

Should you choose to apply, please provide the following:

- Application form. Please ensure that your application accounts for any gaps in employment.
- Please include the names and addresses of two professional referees (one of which must be your current employer). Referees will not be approached until the final stages of the process.
- A supporting letter that sets out the reasons for your interest in the role and how you meet the required criteria.

Closing date: 9am Monday 2nd September 2024

Applications should be returned by email marked FAO Ms K Cunningham, Headteacher via Mrs Helen Leadbetter, PA to the Headteacher (leadbetterh@nestonhigh.com)

Neston High School is committed to safeguarding and promoting the welfare of children and we expect all staff and volunteers to share this commitment. Applications will be subject to checks with past employers and enhanced check with the Disclosure and Barring Service. Applicants who have lived outside of the UK in the past five years will be required to provide a Police Check from their country of residence. In accordance with DfE Keeping Children Safe in Education 2023, an online search will be completed on all shortlisted applicants prior to interview. Any relevant information will be discussed further with the applicant during the recruitment process. The School is an equal opportunities employer.



PERSON SPECIFICATION

Criteria	Essential	Desirable	Evidenced From?
Qualifications	<ul style="list-style-type: none"> • 5 GCSEs including English & Maths • NVQ L3 or equivalent qualification in learning support • Evidence and commitment to ongoing professional development 	<ul style="list-style-type: none"> • Relevant SEN qualifications 	<ul style="list-style-type: none"> • Application form • Interview • Certificate •
Experience	<ul style="list-style-type: none"> • Set high expectation which inspire, motivate and challenge • Promote good progress and outcomes • Demonstrate knowledge of SEND and how this impacts on curriculum access • Support in ensuring delivery of learning takes into account specific needs • Manage behaviour effectively to ensure a good and safe learning environment • Communicate and work effectively • Ability to motivate and inspire • A track record of excellence in enabling young people to achieve and exceed targets 	<ul style="list-style-type: none"> • Experience in an 11-19 setting • Demonstration of high expectations • Success in educational settings • Experience of working with students with diagnoses SEND • Able to support the differentiation of teaching to respond to the strengths and needs of students with diagnosed SEND • Understanding the commitment to the school's wider focus on student attainment 	<ul style="list-style-type: none"> • Application form • Interview • References
Abilities and Skills	<ul style="list-style-type: none"> • To enhance the current school vision and ethos • To support and motivate teams • To take and act upon initiative • To communicate effectively with parents. • To safeguard and promote child safety and welfare • Effective communication and listening • A creative approach to problem solving • Strong interpersonal skills • To secure the professional respect of colleagues. • Effective organisational skills <p>Proven ability to:</p> <ul style="list-style-type: none"> • Generate enthusiasm for new ideas 	<ul style="list-style-type: none"> • Excellent working level of ICT skills and SIMS system • Evidence of mentoring • Able to effectively resolve personnel issues • Training and understanding of child protection • Training and experience of working with students with a variety of Special Educational Needs 	<ul style="list-style-type: none"> • Application • Interview • References

	<ul style="list-style-type: none"> • Inspire others with confidence • Communicate effectively to groups and individuals, orally and in writing • Resolve conflict through active listening and negotiation • Demonstrate a flexible approach and a willingness to listen to others • Good organisational skills • Provide advice and guidance to parents and carers in a positive and clear manner • Remain calm when working under pressure. • Ability to show patience and empathy 		
Qualities	<ul style="list-style-type: none"> • Clear commitment to achieving the best for all members of the school community • Belief in inclusion, achievement and aspiration • Strong sense of justice and mutual respect • A dynamic and solution focused approach • Evidence of successful experience in managing change • Ability to analyse situations, prioritise and help to implement realistic solutions • Ability to establish and develop good relationships with all involved in the school. • Commitment to the school's wider community. • Ability to inspire all in a love of learning • Ability to support students Special Educational Needs as well as their emotional, personal and social development. 	<ul style="list-style-type: none"> • Experience of supporting staff. 	<ul style="list-style-type: none"> • Application • Interview • References
Knowledge	<ul style="list-style-type: none"> • Effective educational support and intervention strategies • Demonstrate a good level and understanding of ICT • Knowledge of how to deal with safeguarding issues in school. • Behaviour management techniques for groups and individuals. • Know how to develop effective rapport with students, this being based on high expectations and 	<ul style="list-style-type: none"> • Knowledge and experience of current good practice and development in special education provision. • Knowledge of successful practice and strategies in supporting young people with diagnosed SEND • Knowledge of how to promote 	<ul style="list-style-type: none"> • Letter of application • Selection process • References

	<p>establish a purposeful learning environment.</p>	<p>independence and resilience for young people with complex needs.</p> <ul style="list-style-type: none"> • Knowledge of Mental Health needs. • Behaviour Management knowledge and skills 	
Shaping the Future /Philosophy	<ul style="list-style-type: none"> • Expectation of high achievement of all students • Evidence and understanding and commitment to equality of opportunity • Respect for students' individual difference • Commitment to parental partnership in education and developing links between school, home and the community. 		<ul style="list-style-type: none"> • Application • Interview
Developing Self and Working with Others	<ul style="list-style-type: none"> • Excellent interpersonal skills • Commitment to one's own continuing professional development • Ability to work as part of a team • Ability to make decisions and take direction and set priorities • Able to gain and maintain the confidence and respect of colleagues, students, parents and multi professionals. • Commitment • Have energy and perseverance. • Be confident and enthusiastic. • Be reliable and have integrity. 		<ul style="list-style-type: none"> • Application • Interview
Other Requirements	<ul style="list-style-type: none"> • Positive recommendation from present employer • Satisfactory attendance record 		<ul style="list-style-type: none"> • Application • Interview • References



JOB DESCRIPTION

Main purpose

To provide support to pupils with special educational needs and/or disabilities (SEND), or are otherwise in need of additional support, by:

- Supporting and liaising with the special educational needs and disability co-ordinator (SENDCo)
- Advising and supporting other members of staff e.g. teachers and learning support assistants (LSAs)
- Having input into the school's provision for pupils with SEND in relation to specific students who have been identified as needing additional support
- Working with external agencies and parents

Duties and responsibilities

Working with pupils

- Have oversight of specific students who have been identified as needing additional support
- Coordinate the planning and facilitation of interventions for specific pupils, to include in class, 1:1 and small group intervention
- Collaborate with pupils and colleagues across our school to ensure an environment that supports all pupils with additional needs to reach their full potential
- Track and monitor progress of pupils in need of additional SEND support
- Maintain records for individual pupils
- Regularly update pupil profiles, 'My Learning Guides', to ensure information is current and shared support strategies remain pertinent.

Working with colleagues

- Liaise regularly with the SENDCo, providing insights and ideas
- Liaise with class teachers to ensure appropriate teaching and learning strategies are implemented to ensure the needs of pupils requiring additional support are met
- Provide advice, recommendations, and support for both LSAs and teachers
- Supervise and mentor LSAs to ensure interventions are appropriate and impactful
- Liaise on a regular basis with SEN Mangers, Deputy SENDCo and SENDCo regarding pupil progress and presentation of needs
- Liaise on a regular basis with Deputy SENDCo and SENDCo to offer updates regarding the professional development of LSAs and any CPD requirements

Working with parents and external agencies

- Liaise with external support agencies and professionals as directed by the SENDCo and/or headteacher
- Communicate with parents about specific interventions / support in place for their child
- Liaise with parents about their child's progress
- Assist in the gathering of information and updating of documentation towards Annual Reviews of Education Health and Care Plans (EHCPs)
- Attend Annual Review meetings to offer insight and observations in relation to the pupil's progress towards EHCP outcomes
- Assist in the completion of referral documentation to explore undiagnosed needs and/or requirement for Education, Health and Care Plan Needs Assessments (EHCPNAs)

Other areas of responsibility

Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, PREVENT) and our safeguarding and child protection policies
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the school

