



NESTON
HIGH SCHOOL

Learning Support Assistant

APPLICATION PACK

Neston High School
Raby Park Road
Neston
Cheshire
CH64 9NH

Headteacher: Mr K Simpson

www.nestonhigh.com

✦ *Shaping extraordinary lives* ✦



Open letter from Mr K Simpson (Headteacher)

Dear Colleague,

Neston High School is a large 11 – 18 rural fully inclusive comprehensive school with approximately 1,750 students on roll. We are consistently over-subscribed and are proud to serve our local families and the community who travel into the area to learn in our state of the art multi-million new build and grounds. Within our centre for learning you would be joining a dedicated team of colleagues, who consistently strive to shape extraordinary lives by providing all of our young people with the opportunities to explore, dream and discover their holistic potential.

As we continue to inspire our young people and further enhance their life-chances, I hope that the information provided inspires you to join us and help lead us forward into new exciting adventures.

For further information on the school, a more global understanding can be found from the website at www.nestonhighschool.com.

We really believe in true working partnerships thereby if you have any questions please contact the school direct in order to fully understand the exciting opportunity to join us in the near future.

Kindest regards

Keith Simpson
Headteacher

Grade 4 (Actual Salary: £13,627)

Hours of work – Monday to Friday 8:30 – 15:00 (16:00 Tuesday) (31 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.

We are looking to recruit an enthusiastic Learning Support Assistant to provide in-class support and enhance our team. You will help students to progress and achieve their learning potential.

A teaching assistant or equivalent qualification is required.

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.
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The school is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share this commitment. The successful applicant must have enhanced DBS disclosure and satisfactory references. The School is an equal opportunities employer.

Applications should be returned by email marked FAO Mr K Simpson Headteacher to Mrs Helen Leadbetter, PA to the Headteacher leadbetterh@nestonhigh.com



CRITERIA	DESIRABLE	ESSENTIAL	METHOD OF ASSESSMENT
Qualifications	Evidence of continuing learning. NVQ L3 Learning Support Qualification or relevant childcare qualification.	GCSE English and Maths grade C or above or equivalent Evidence of training in education or related role.	AF/I
Experience	Can work with a range of agencies. Ability to support access to learning activities and contribute to the development of children.	Working in a school and/or with children. Supporting the needs of children with varying degrees of physical, emotional and/or learning difficulties. Medical conditions e.g. sensory impairment, epilepsy, asthma, diabetes etc. Understand role of other services e.g. Physiotherapy, Speech/ Language /Occupational Therapy and other external professionals.	AF/I
Job Related Knowledge	Evaluation of student progress / needs/behaviour and designated care plans.	Literacy and numeracy to provide assistance in core subjects. An understanding of school practices and procedures which impact on children and their care. Knowledge of EHCP's, Behaviour plans and Care Plans.	I
Skills and Aptitudes	Can prioritise demands. Willing to take part in school life e.g. support extra-curricular activities. Computer literate.	Can relate professionally with students, teachers, parents and other adults. Keep calm under pressure. Polite and assertive, firm when necessary. Can give clear instructions and explanations. Can work as a team member.	I
Other Requirements		To be adaptable and flexible. Passionate about learning.	I

	MAIN RESPONSIBILITIES
1	Assist teaching staff in the delivery of learning activities and work programmes and undertake predetermined activities with pupils so that their intellectual and social development (including self-reliance and self-esteem) is fostered.
2	Provide input into the planning and evaluation of learning activities for individuals and groups of pupils to enable the teaching staff to make informed decisions when developing their plans.
3	Supervise the activities of individuals or groups of pupils both in and out of the classroom (including educational visits) to ensure their safety and facilitate their physical and emotional development in accordance with the school's behaviour management policy.
4	Monitor individual pupil's progress, achievements and development and report these to the teaching staff/SENDCo to inform decisions taken regarding the Individual Education Plan, Behaviour Plans and Personal Care Programmes for a pupil.
5	Liaise with parents and carers in conjunction with the teaching staff to ensure effective communication concerning the pupils' well being.
6	Record pupil information, as specified by the teaching staff/SENDCo to ensure that schools' information systems are maintained.
7	Attend to the personal, social and physical needs of pupils so that their well being is maintained.
8	Attend staff and other meetings and participate in staff training development work and staff reviews as required
Notwithstanding the detail in this job description, in accordance with the School's/Council's Flexibility Policy the job holder will undertake such work as may be determined by the Headteacher/Governing Body from time to time, up to or at a level consistent with the Main Responsibilities of the job.	