**Specialist SEN Learning Facilitator**

**Job Description**

Team work is crucial to our success as a school. We believe in valuing the skills of every member of our school staff. We recognise the vital role that learning facilitators play in supporting the development and learning of our pupils. This job description outlines the ways in which this can happen. It is not a complete list – there are many other ways in which our Learning facilitators support the work of the pupils and the school.

# Main purpose

To provide learning and care support for pupils with special educational needs (SEN). This will involve working with the SENCo and teacher to plan and deliver activities and supporting pupils with routines, transitions and behaviour management.

# Duties and responsibilities

Supporting pupils

* Build positive relationships with pupils, promoting high self-esteem and independence
* Adapt communication style to respond to pupils according to their individual needs
* Support pupils with their social, emotional and mental health needs, escalating concerns where appropriate
* Promote high standards of behaviour, responding to incidents in line with the school’s behaviour policy and guidelines on physical intervention
* Assist with the development and delivery of individual education and health care plans
* Add any other duties of particular relevance to the school

Teaching and learning

* Contribute to the planning of differentiated learning activities for individual or small groups of pupils with special educational needs (SEN), delivering activities inside or outside the classroom
* Support the teaching of a broad and balanced curriculum aimed at pupils achieving their full potential in all areas of learning
* Use ICT skills to advance pupils’ learning
* Through observations, provide regular feedback to teachers on pupil progress, attainment and barriers to learning
* Support class teachers with maintaining good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment
* Monitor, record and report on progress and attainment
* Contribute to the overall ethos, aims and work of the school

Working with staff, parents/carers and relevant professionals

* Share knowledge and understanding of pupils to other school staff and education, health and social care professionals, so that informed decision making can take place on intervention and provision
* Communicate effectively with parents and carers under the direction of teachers
* Contribute to meetings with parents and carers by providing feedback on pupil progress, attainment and barriers to learning, as directed by teachers
* Collaborate and work with colleagues and other relevant professionals within and beyond the school
* Develop effective professional relationships with colleagues

# 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
* Promote the safeguarding of all pupils in the school
* Promote the Core values and mission of the school

Please note, this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the postholder will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.