

## Role Profile: Learning Support Specialist



## DOWNSEND SCHOOL

### Purpose

To assist in leading and managing the provision of Special Educational Needs and Learning Support, having regard to the aims and objectives of Downsend School and its policies. To take on the role of Learning Support Specialist to support high quality teaching, effective use of resources and high standards of learning and achievement for all pupils. To carry out additional work specifically relating to the requirements of the Learning Support Department.

### Key Accountabilities

1. Promote the inclusion and acceptance of all pupils.
2. Teach pupils who are on the Special Educational Needs Register or LS caseload as required.
3. To be supportive of each pupil's need and ensure that work provided is accessible, works towards targets and good evidence is recorded of progress.
4. Encourage pupils with SEN to develop good habits, self-esteem, confidence and independence.
5. To share in the responsibility for the regulation and pastoral care of the pupils, including the safeguarding and promoting of children's welfare.
6. Maintain a positive presence among pupils, and safeguard their health and safety, both on and off the school premises.
7. Establish and maintain good relationships with pupils, acting as a role model and being aware of and responding appropriately to individual needs.

## Safeguarding Responsibilities

- To comply with safeguarding policies, procedures and code of conduct
- To demonstrate a personal commitment to safeguarding and student/colleague wellbeing
- To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy
- To engage in safeguarding training when required

## Person Specification

	<b>Essential</b>	<b>Desirable</b>
<b>Skills</b>	<p>Qualifications and outstanding knowledge relating to the education of pupils with special educational needs.</p> <p>A keen and self-motivated practitioner, who wishes to be a committed member of the Learning Support Team in a successful school.</p>	
<b>Qualifications</b>	Level 5 Dyslexia or equivalent	
<b>Experience</b>	<p>Candidate will have a good knowledge of the SEN Code of Practice (2014) and the impact it has within an independent school.</p> <p>Knowledge of working with Senior School teaching staff and helping with the implementation of appropriate strategies within classes.</p> <p>Experience of planning for and teaching small groups and individual pupils with SEN.</p> <p>Ability to work confidently and independently on tasks within a school setting.</p>	An understanding of the nature of independent education and of the high expectations therein.

<p><b>Other</b></p>	<p>An enthusiastic commitment to the importance of co-curricular activities in providing an outstanding education.</p> <p>Calmness and efficiency and the ability to work under great pressure at certain times.</p> <p>A cheerful and well-presented person.</p> <p>Excellent communication skills (oral, written and use of ICT).</p> <p>Good organisational and administrative skills including use of Provision Map and iSams.</p>	
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## Key Stakeholders:

**Internal – Staff, Pupils**

**External – Parents, Surrey County Council**

The Key Accountabilities listed above are not exhaustive and may be varied from time to time as dictated by the changing needs of Cognita. In this case, any significant changes or variations will be consulted with the post holder before undertaking these responsibilities.

To be signed and dated by employee:

**Signed:** .....

**Name (print):** .....

**Date:** .....