



Job Description

1:1 Support/SEN support

Main purpose of the job:

- ✓ Provide specific support and work under the supervision and guidance of the class teacher and/or the Inclusion Manager
- ✓ Support pupils with a range of learning disabilities, challenging behaviour, mainstream pupils within the school environment and/or ASD/ADHD/complex learning needs
- ✓ Enable pupils to engage in teaching and learning activities at a level that matches their individual needs and stage of development
- ✓ Assist the class teacher and Inclusion Manager in carrying out an appropriate programme of work to meet the needs of the particular pupils enabling them to reach full potential
- ✓ Assist the pupils' integration into the rest of the class/group
- ✓ Encourage and support the learning process of the pupils both on a one-to-one basis and within the group
- ✓ Assist in the monitoring of the pupils' performance and to report progress
- ✓ Provide feedback to enhance the pupils' esteem and to encourage acceptable behaviour
- ✓ Care for the safety, welfare and hygiene of the pupils

Teaching and Learning

- ✓ Contribute to discussion about implementation of IEPs (Individual Education Programmes), supporting any provision identified
- ✓ Develop knowledge and awareness of individual pupils, so that their needs can be met to the highest possible standard. Remain vigilant, sensitive and responsive at all times so that pupils gain confidence and progress, and problems can be observed, reported and acted upon
- ✓ Develop and promote pupils' independence, social and communication skills, equal opportunities and racial equality
- ✓ Assist class teachers with maintaining pupil records
- ✓ Work with other professionals, such as speech therapists and occupational therapists, as necessary

Behaviour Management

- ✓ Implement behaviour management programmes within school including 1:1 supervision where necessary
- ✓ Support individual pupils who have challenging behaviour to ensure their access to the curriculum
- ✓ Help the pupils focus their attention and keep on task
- ✓ Help the pupils develop positive relationships with other pupils and adults
- ✓ Be ready to listen to the pupils and offer appropriate support when necessary
- ✓ Supervise pupils as they move about the school between sessions

Standards and quality assurance

- ✓ Support the aims and ethos of the school in providing a quality education for all pupils and enabling them to become independent learners who are able to achieve their potential
- ✓ Set a good example in terms of dress, punctuality and attendance
- ✓ Participate in training and staff meetings where appropriate
- ✓ Attend inclusion team meetings and other relevant meetings where necessary e.g. annual reviews, Early Help, ISRs
- ✓ Undertake professional duties that may be reasonably assigned by the head teacher
- ✓ Be proactive in matters relating to health and safety
- ✓ Maintain confidentiality