

St Bede's School

64 Carlton Road, Redhill, Surrey, RH1 2LQ



Senior Learning Support Assistants

To Start ASAP

Application Deadline:

09:30hrs 20th September 2017

About St Bede's



St Bede's is a growing school with more than 1,700 boys and girls of all abilities, age 11-18, from the Reigate, Redhill, Caterham, Horley and surrounding areas. This includes over 300 studying academic courses in the sixth form.

The school has an Anglican, Catholic and Free Church foundation and we work hard to create an inclusive ethos. Our aim is to ensure that pupils thrive academically, socially and spiritually within a Christian framework.

Our GCSE results make us one of the highest performing non selective schools in the country.

St Bede's is a good place to work. Students are well behaved. There is a strong sense of community and professionalism in a very worthwhile cause. Staff may be of any religion (or none) but the school is built on Christian faith and values, which are reflected in our work and the way that we operate. Our facilities are very good too – staff have free access to fitness facilities, there is very good on-site catering and there are opportunities to be involved in a very wide range of activities and visits. We offer initial Teacher Training through the i2i Partnership, an alliance of Surrey and Hampshire secondary schools.

Our school is committed to the safeguarding of children so all appointments are subject to a satisfactory enhanced DBS check. Only applications made on our School Application Form will be considered; we do not accept CVs or unsolicited testimonials. It is our policy always to request references prior to interview.



"A zest for learning permeates the whole school. Teachers' high expectations mean that pupils are ambitious for their own futures and approach their learning with determination and resilience." Ofsted 2017

Learning Support Staff

at St Bede's

St Bede's school has a good track record of ensuring the academic and pastoral development of all individuals. Our work with special needs and disadvantaged pupils means that the vast majority of students make good or outstanding progress.

Our SENDCo manages the Support Team in which there is a Deputy SENDCo, and four Senior LSAs responsible for co-ordination of different interventions. They are supported by Learning Support Assistants who work in class supporting students. All of the team undertake a 30 minute duty during the school lunch break. These duties include work with students and lunchtime supervision around the school. We are increasing the size of our Learning Support Team to meet the needs of students entering the school in September 2017.

We see it as everyone's responsibility to identify, to plan and to make provision to meet the needs of special needs students, and to evaluate progress to ensure that these needs are met. The learning support team works to support all staff in this work, by providing guidance, by working to support identified students in the main curriculum, by assessing students, and by making specialist plans and provision.

Support staff are valued members of the school community and fill vital roles. They are respected for the expertise they bring to their area of work.

Learning Support staff are employed to work 36 hours per week for the 39 term time weeks of the academic year (including inset days). Normal working hours are Monday to Friday 08:30 to 16:10 with a half hour unpaid lunch break. There may be some scope to agree slightly reduced hours. Annual salary reflects the contractual hours and weeks per year and is calculated using a Surrey Pay formula which includes payment in respect of statutory annual leave allowances. Salary is paid in 12 equal monthly instalments. There is no entitlement to take leave during term time. All holidays must be taken during school breaks.

We are currently recruiting for the following posts which provide an exciting opportunity for people with some Learning Support experience who are ready to progress to a more senior role:

- **Senior LSA for Physical disabilities (PD)**
- **Senior LSA for Communication and Interaction (C&I)**

The Senior LSA posts are remunerated on the Surrey 6 pay scale with a starting salary of £17,585 (pro-rata to a full year salary of £20,628). The successful applicants will be able to motivate, lead and develop others in their specialist area on the SEND Code of Practice (PD / C&I). They will line manage Learning Support Assistants and co-ordinate and deliver interventions in their specialist area.

LSA Team Structure for 2017

- **SENDCo** – Strategic Overview and W3 Interventions
- **Deputy SENDCo** – Is a Lead LSA – Focus on W2 interventions and Lead Exam Access arrangements
- **SEND Admin Support** – for the SENDCo and Lead LSAs
- **Lead LSA Physical Disabilities** – Focus Areas; any student with PD needs. Liaise with county services, HI/VI/PSS.
- **Lead LSA SEMH** – Focus Areas; ELSA trained, ADHD students. 1to1 ELSA, Anger Management, Social Skills, Transition.
- **Lead LSA Communication & Interaction** – Focus Areas; ELKLAN trained. Liaise / refer to county. SALT. ASD outreach. Social Skills (SLCN). ASD strategies (e.g. comic strip conversations).
- **Lead LSA Cognition and Learning** – Focus Areas; MLD, Dyslexia, Dyspraxia, Dyscalculia, Liaison with English and Maths departments. 1to1 targeted intervention, Groups for specific learning difficulties (organisation, processing, memory, recording, typing), Lead on Lucid software.
- **Additional Responsibilities to be assigned** – EAL. 6th Form.
- **LSAs** – all with elements of support for PD students. Also responsible for small group work, in-class support, key worker support.

LSAs are line managed by Senior LSAs.

Person Specification

	Essential	Desirable
Christian	<ul style="list-style-type: none"> • Strong personal commitment to the ethos of St Bede's School • Able to work effectively within an explicitly Christian context. 	<ul style="list-style-type: none"> • Personally committed and practicing Christian, member in good standing of any denomination served by the school • Informed and thoughtful about current Christian issues
Education & Experience	<ul style="list-style-type: none"> • A good standard of education – (Minimum GCSE Grade C in English & Mathematics or equivalent experience demonstrable by testing) • Experience of working with children / young people with Special Educational Needs 	<ul style="list-style-type: none"> • A sound knowledge of the strategies and objectives required to effectively support pupils with a range of SEN • Experience of working with pupils with SEN in Key Stages 3 & 4, providing guidance and support to aid their progress • Knowledge of safeguarding • Any SEND qualification / certification
Skills	<ul style="list-style-type: none"> • Effective collaboration and teamworking • Confident in communicating with colleagues and students • Demonstrate initiative • Confidentiality • Problem solving – identifying problems and finding solutions • Good IT skills in a variety of software packages • Ability to supervise students effectively. 	<ul style="list-style-type: none"> • Knowledge and experience of using SIMS
Personal	<ul style="list-style-type: none"> • Friendly, positive disposition • Flexible and co-operative • Self-motivated and hardworking • Patience and perseverance • High standards of personal presentation • Willingness to learn new skills and undertake training • Confident to lead small group interventions 	

How to Apply

If you would like to apply please complete our application form for Support posts and send it to us with a supporting statement which explains what attracts you to the post as well as detailing the skills and experience you would bring to it. **Please specify which post(s) you wish to be considered for.**

Your completed application can be emailed to:

jobs@st-bedes.surrey.sch.uk

or sent by post to:

Mrs C. Whybra
Personnel Officer
St Bede's School
64, Carlton Road
Redhill
Surrey
RH1 2LQ

If you have any queries please ring Carole Whybra on 01737 214048 or send an email to jobs@st-bedes.surrey.sch.uk

The deadline for receipt of completed applications is

09:30 hrs on Wednesday 20th September 2017

Interviews will be arranged as soon as possible.

We look forward to hearing from you.



Quotes from our Ofsted Report

January 2017

"Pupils conduct themselves impeccably in lessons and around the school. They are polite and welcoming to visitors and wear their uniforms with pride".

"Teaching in the sixth form is consistently challenging. As a result, students are motivated to learn and achieve excellent outcomes".

"Teachers go the extra mile to meet pupils' individual needs exceptionally well. Their detailed subject knowledge, clear explanations and expert use of questioning ensure that pupils make rapid progress in their learning".

"Pupils are exceptionally well prepared for their next steps. A higher than average proportion of pupils, including disadvantaged pupils and those who have special educational needs and/or disabilities, progress to further education, employment or training. These destinations match pupils' career paths closely".

"The headteacher has created an open, tolerant and ambitious culture, underpinned by the Christian ethos of the school. He is a highly visible and approachable figure, well respected by staff, pupils and parents alike. Consequently, relationships between staff and pupils are exceptionally strong, and there is a purposeful and scholarly atmosphere throughout the school".

"Parents are overwhelmingly positive about the school. They value the school's nurturing climate, the range of opportunities available to their children and the visible and approachable leadership of the headteacher".